

Attachment D

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KING COUNTY COUNCIL

King County Executive  
RON SIMS

April 8, 2002

Pamela Detrick, PhD  
Seattle University, School of Nursing  
900 Broadway  
Seattle, WA 98122-4340

Dear Dr. Detrick:

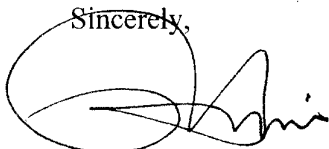
I am pleased to appoint you to the King County Alcoholism and Substance Abuse Administrative Board, for a three-year term expiring March 31, 2005. Your appointment is subject to confirmation by the King County Council.

In an effort to provide newly appointed board or commission members with a better understanding of County government, I would like to take this opportunity to invite you to attend the first hour of our monthly New Employee Orientation (NEO). While these sessions are generally geared towards new employees, newly appointed board or commission members would benefit from hearing a general overview of the County's organizational structure, a presentation on how the King County Council operates, as well as a review of the Ethics Code. New Employee Orientations are held the first Tuesday of every month, at the King Street Center, 201 S. Jackson St., in the 8<sup>th</sup> Flr. Conference Room, Seattle. If you choose, you would attend only the first hour from 9:00 a.m. - 10:00 a.m. If you have further questions regarding the orientation please contact Rosa Orams, Office of Human Resource Management, at (206) 296-1737.

Enclosed is "A Summary of the King County Code of Ethics" and an Acknowledgment of Receipt form (yellow page). Please sign the Acknowledgment of Receipt form and return it to the address on the form, within 10 days of receipt of this letter.

Thank you for agreeing to serve the people of King County as a member of the Alcoholism and Substance Abuse Administrative Board.

Sincerely,



Ron Sims  
King County Executive

cc: The Honorable Larry Phillips, King County Councilmember, District 4  
Rhoda Naguit, Staff Liaison

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(206) 296-4040 296-0194 FAX 296-0200 TDD E-mail: ron.sims@metrokc.gov