

August 15, 2019

To Whom It May Concern:

Please accept this letter as formal notice that I will be retiring from my position as Executive Director of the Human Resources Center of Edgar and Clark Counties (HRC) on August 31, 2019.

I'm pleased to announce that effective September 1, 2019, Jonathan Burns--HRC's current Director of Continuous Quality Improvement--will be taking over as HRC's new Executive Director. On that date he will be assuming all of the administrative, personnel, fiscal, public relations, fiduciary, and related functions associated with the position.

It has been a true honor and privilege to have had the opportunity to work with so many amazing people during the past 19 years. I leave knowing the future of HRC and the communities it serves are in very capable hands.

Sincerely,

A handwritten signature in cursive script that reads "Kenneth A. Polky".

Kenneth A. Polky  
Executive Director