



City of Seattle

Michael Patrick McGinn, Mayor

Personnel Department

Darwyn B. Anderson, Acting Personnel Director

MEMORANDUM

DATE: June 29, 2010

TO: Carl Marquardt – Legal Counsel – Mayor’s Office

FROM: Pam Inch – Acting Director, Employment Services - Personnel

SUBJECT: Criminal History Check – Jill Simmons

A handwritten signature in cursive script, appearing to read "Pam Inch", written over the "FROM:" line of the memorandum.

The Personnel Department has completed the criminal history and background review for Jill Erin Simmons. There were no findings that would impact the employment eligibility of Ms. Simmons.

cc: Personnel recruitment file