



STATE OF ARIZONA

JANE DEE HULL, Governor
JUDITH L. HENKEL, Executive Director

PERSONNEL BOARD

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BOARD MEMBERS

MISS BECKY JORDAN, Chair
MR. STEVE SEPNIESKI, Vice Chair
DR. BETTY TEAGUE
MS. JOSIE IPPOLITO
MS. LINDA THOMPSON

TO: All Parties

FROM: Judith L. Henkel, Executive Director
Arizona State Personnel Board

DATE: December 30, 2002

SUBJECT: Prohibited Personnel Practice Complaint

This is to acknowledge the receipt of a complaint of a prohibited personnel practice. A hearing has been scheduled at the time and place indicated on the attached hearing notice.

The hearing shall be open to the public unless the complainant requests that it be confidential and shall be informal with the technical rules of evidence not applying to the proceedings except the rule of privilege recognized by law.

A.R.S. §41-785.F provides rules concerning representation in the complaint hearing. The Hearing Officer will conduct the hearing and is authorized to take evidence and exercise the rights prescribed by Arizona Revised Statutes §12-2212.

Title II of the Americans With Disabilities Act prohibits the Personnel Board from discriminating on the basis of disability. If you are a qualified individual with a disability and you need an accommodation for effective communication in the hearing or you need hearing materials provided in an alternative format, please contact the Personnel Board's ADA Compliance Coordinator at 542-3888 allowing as much time as possible so that we may provide the accommodation.

If you have any questions concerning this hearing, or if for any reason you cannot appear, please contact the Hearing Officer.

JLH/mcl
Enclosures