

December 19, 2016

Ms. Jennifer Goins
3729 SW 15th Street
Gainesville, FL 32608

Dear Ms. Goins,

Please accept this correspondence as an official notification of your removal from the Gainesville Human Rights Board (HRB). In order to remain compliant with the City of Gainesville's Ordinance No. 110658, Section 2-247 (Removal from Office) applicable to members of quasi-judicial, administrative and advisory boards, there is a 66 2/3% attendance requirement during the 6 most recent board meetings at which voting occurred. The attendance roster shows your attendance for March 2016 through December 2016 was at 16.6%. This includes four (4) consecutive absences for the last four (4) meetings. Upon four consecutive absences, this triggers the removal process.

We thank you for your service during your time on the Gainesville Human Rights Board (HRB). It was a pleasure to work with you and our team greatly appreciates your contributions to the City.

If you have questions, please feel free to contact the Office of Equal Opportunity at (352)334-5051.

Sincerely,



Torey Alston
Equal Opportunity Director

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