



# COUNTY OF ERIE

**MARK C. POLONCARZ**

COUNTY EXECUTIVE

January 17, 2012

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Honorable Members  
Erie County Legislature  
92 Franklin Street, 4<sup>th</sup> Floor  
Buffalo, New York 14202

Charles G. Jones, Jr., Chairman  
Buffalo and Erie County Workforce Investment Board, Inc.  
726 Exchange Street, Suite 630  
Buffalo, New York 14210

Timothy Doolittle, Administrative Director  
Buffalo and Erie County Workforce Development Consortium, Inc.  
275 Oak Street, Suite 220  
Buffalo, New York 14203

**Re: Appointment of Erie County Director of Workforce Development and Executive Director, Buffalo and Erie County Workforce Investment Board**

Dear Honorable Members and Messrs. Jones and Doolittle:

Pursuant to my authority as Erie County Executive, I hereby appoint Heather N. Okoro as Director of Workforce Development as well as Executive Director of the Buffalo and Erie County Workforce Investment Board.

Thank you in advance for your courtesies.

Sincerely yours,

Mark C. Poloncarz  
Erie County Executive

MCP

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