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**County of LUZERNE**  
P E N N S Y L V A N I A  
ESTABLISHED 1786

THOMAS A. PRIBULA  
*Interim County Manager*

COLETTE CHECK  
*Interim Clerk to Council*

JOAN PUSATERI  
*Chief of Budget and Finance*

DATE: January 11, 2012  
TO: Richard Burns, Acting Director of MH/MR  
FROM: Thomas Pribula, Interim County Manager  
RE: **Acting Director of MH/MR**

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Per our conversation of last week you are hereby appointed to the position of Acting Director of Mental Health/Mental Retardation effective January 3, 2012.

In this capacity you are hereby authorized to function with full responsibility and authority over the Office of MH/MR, until such time when a permanent Director of Mental Health/Mental Retardation is appointed under the Home Rule Charter.

Please let me know immediately of any legal requirements necessary to affect your authority as acting Director of Mental Health/Mental Retardation.

Thank you for your cooperation and assistance in providing services to the citizens of Luzerne County.

/m

cc: Luzerne County Council  
Andrew D. Check, Director of Human Resources  
IT Department for Posting