



WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Michael D. Parsons, Ph.D. Executive Director

19010 1st Avenue South • Burien, WA 98148 • Phone: 206/835-7300 • www.cjtc.state.wa.us

April 6, 2010

TO: Commissioners, Board Members, Staff, and Stakeholders
FROM: Sonja Hirsch, Executive Assistant 
RE: **SPECIAL COMMISSION MEETING NOTICE—April 12, 2010**

On April 1, 2010, the Commission formed a committee to review the job description of Executive Director and discuss a plan for recruitment to fill the position.

The Committee will meet on Monday, April 12, 2010, at 10 AM, and will make recommendations to the Commission. The meeting will be held at the Washington State Criminal Justice Training Commission in Room E-154.

The formation of the committee was necessary due to Director Parsons' retirement, which is scheduled for January 1, 2011.

Monday, April 12, 2010	
10 – 11 AM	Review the job description of Executive Director and discuss a plan for recruitment for the position.

If you would like to participate, but are not able to attend in person, please dial 1-877-873-8017 and enter access code 1597961.

If you have questions or concerns about the Special Commission Meeting, please call me at 206/835-7372.

Mission: The Washington State Criminal Justice Training Commission enhances public safety by establishing standards and providing education and training.

Values: Professionalism • Integrity • Accountability