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Office of the Mayor
Gavin Buckley, Mayor
160 Duke of Gloucester Street
Annapolis, MD 21401-2517

October 11, 2018

To: Alderspersons, City of Annapolis

From: Mayor Gavin Buckley

Re: Housing & Human Welfare Standing Committee

Pending your approval, I would like to re-appoint **Helen F. Leitch** to the **Human Relations Commission**.

Ms. Leitch's application is attached.

Helen F. Leitch
504 Sixth Street
Annapolis, MD 21403

Sincerely,

Gavin Buckley
Mayor

Reviewed by: Housing & Human Welfare

_____ Favorable

_____ Unfavorable

Committee Chair

Date



City of Annapolis

Office of the Mayor
160 Duke of Gloucester Street
Annapolis, MD 21401-2517

Mayor@annapolis.gov • 410-263-7997 • Fax 410-216-9284 • TDD use MD Relay or 711 • www.annapolis.gov

Boards and Commissions Application

Human Relations Commission

Personal information

Name Helen F. Leitch
Address 504 Sixth St
City Annapolis ST MD Zip 21403
Phones Home 410-263-2783 Other _____
E-mail leitchhelen@verizon.net

Statement of interest – Why should you be appointed to this board/commission?

I have always been aware of discrimination in our City – and anxious to help eliminate it. Serving on the Commission has given me the opportunity to do so. I grew up here, and see some improvement, however, I still see us as having a long way to go. I still wish to be a part of this endeavor.

Are you a resident of the City of Annapolis?

☒ Yes ☐ No

Are you an employee of the City of Annapolis?

☐ Yes ☒ No

If yes, please state your job title, department & duties.

Do you do business with the City of Annapolis?

☐ Yes ☒ No

If yes, please detail.

Are you currently serving on any city boards or commissions?

☐ Yes ☒ No

If yes, please list board(s).

Work experience (titles and duties)

I retired from the A.A. County Health Dept. - working in the Outreach Center The Peace Health Center. I was the office secretary and had the front desk responsibility of greeting a diverse group of clients. We still to this day meet and greet with affection and memories.

Educational background (certificates, diplomas, degrees, seminars, etc)

I graduated from Memphis High School, with one year of College. I have numerous continuing ed certificates from my work years. As a member of the Commission I went through mediation training.

Other experience (volunteer experience, memberships etc)

I am active in my church, holding the title of Jr. Warden (in charge of seeing to maintenance & repairs) I also volunteer with our Food Bank once a week, and serve on the Environmental Committee.

References

Name Dianne Crews Phone 410-268-9741
 Address 201 Porten Drive Annapolis 21401
 Name Nancy Jones Phone 410-268-6469
 Address 130 Kuehle Drive Annapolis 21403
 Name Pastor Diana Carroll Phone 410-921-0157
 Address 70 St. Luke's Church 1101 Bay Ridge Ave Annapolis 21403

Appointees are subject to the provisions of the City of Annapolis Ethics Code, Annapolis City Code Chapter 2.08.
 Appointees are strongly encouraged to review this Code and contact the City of Annapolis Office of Law and/or City of Annapolis Ethics Commission with all inquiries.

Signature Allen J. Zeiter Date 10-10-18

E-mail electronically completed form to constituents@annapolis.gov. Paper copies may be faxed to 410-216-8284 or mailed to the Mayor's Office address above, attention Boards and Commissions Coordinator.