

LAW OFFICES OF THE
LANCASTER COUNTY PUBLIC DEFENDER

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MEMORANDUM

TO: Lancaster County Board of Commissioners
FROM: Joe Nigro, Lancaster County Public Defender *JN*
DATE: October 4, 2019
SUBJECT: Appointing Chief Deputy and setting salary for Jennifer M. Houlden

I hereby appoint Jennifer M. Houlden as a Chief Deputy Public Defender effective October 24, 2019, to fill a vacancy by Chief Deputy Margene Timm, whose retirement will be effective October 23, 2019. I am requesting her salary be established at \$140,883 per year, which is the approved 2019 salary for this Chief Deputy.

If you have any questions, please do not hesitate to contact me.