

Date

Name

Address

City, State Zip

Dear Name:

The matter referenced in your letter dated _____ against Oneida County alleging Title VI violation has been investigated. The investigation determined non-compliance by Oneida County in administering the Title VI obligations of nondiscrimination in the programs and services we administer. Immediate efforts are underway to correct the findings.

Thank you for bringing this important matter to our attention. You were extremely helpful during our review of the program to correct our implementation of the Title VI Program. If I can be of assistance to you in the future, do not hesitate to call me at _____.

Sincerely,

Name

Charles P. Klein, Commissioner of Personnel
800 Park Avenue
Utica, NY 13501
Personnel@oneidacountyny.gov