



**GRAND TRAVERSE COUNTY
ADMINISTRATION OFFICE
BOARD OF COMMISSIONERS**

400 BOARDMAN AVENUE
TRAVERSE CITY, MI 49684-2577

ADMINISTRATION 231-922-4780
BOARD OF COMMISSIONERS 231-922-4797

February 9, 2017

Laura Green
[REDACTED]
[REDACTED]
[REDACTED]

Ms. Green,

On October 27, 2016, we expressed concerns related to your poor performance and unprofessional behavior and removed you from a leadership role and placed you in an analyst role. Since that time, you have continued to fail to demonstrate the necessary knowledge, skills, and abilities nor shown initiative to assist in addressing the multitude of issues at the COA. To continue to have you attempt to perform beyond your demonstrated capacity is not in the best interest of the County or the COA.

In addition, the County encourages professional dialogue regarding concerns, however, your demonstrated anger at the Board of Commissioners meeting on February 8, 2017 is perceived as a direct threat to staff of County Administration and consistent with County policy is considered insubordination.

Your employment with Grand Traverse County – Commission on Aging is terminated effective immediately, February 9, 2017.

As a County employee, you will receive payment for all remaining benefits which have been accrued to date. All County property in your possession at this time should be returned. If you feel a need to return to the department for any reason, please coordinate that time and date with me.

Sincerely,

Tom Menzel
County Administrator