

November 21, 2012

VIA E-MAIL, Mathew.Moran@state.ma.us

Sheila Burgess
167 Pond Street
Randolph, MA 02368

Re: Letter of Resignation

Dear Secretary Mary Elizabeth Heffernan:

It has been my pleasure to serve this Administration over the past five years. However, at this time I feel my health must be my first priority, therefore please be advised I will resign my employment with the Executive Office Public Safety and Security (EOPPS), effective December 31, 2012. I look forward to assisting the Administration with any transition issues that may arise between now and December 31.

Sincerely,

A handwritten signature in blue ink that reads "Sheila Burgess". The signature is written in a cursive style with a large, stylized "S" and "B".

Sheila Burgess