

EXHIBIT NO. 1

STEPHEN M. MOSS
331 MANSION DRIVE
ALEXANDRIA, VIRGINIA 22302

9A
9-15-01

August 18, 2001

Ms. Rose Williams Boyd
Executive Secretary for
Boards and Commissions
City Hall, Room 1900
301 King Street
Alexandria, VA 22313

Dear Ms. Boyd :

This is to advise you
that my schedule no longer
permits me to serve as a
member of the Alexandria
Consumer Affairs Commission.
Regretfully, I must therefore
submit my resignation.

Yours truly,
Stephen M. Moss

Health Systems Agency of Northern Virginia

7245 Arlington Boulevard, Suite 300
Falls Church, Virginia 22042
Phone: 703-573-3100 Fax: 703-573-1276

Sent to CC, Copy to
Rose

9B
9-11-01

June 27, 2001

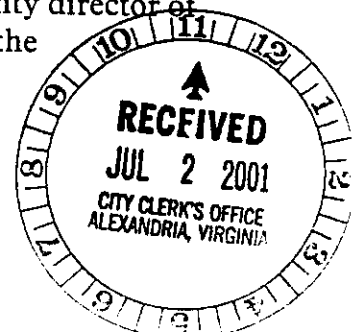
Honorable Kerry J. Donley
Mayor, City of Alexandria
301 King Street, Suite 2300
Alexandria, Virginia 22314

Dear Mayor Donley:

John D. Kling, DDS, City of Alexandria appointee to the Health Systems Agency of Northern Virginia (HSANV) Board of Directors, recently resigned from the Board. We request, therefore, that the City Council appoint a resident of Alexandria to the HSANV Board of Directors. The appointee will serve a three-year term (July 1, 2001 through June 30, 2004).

To assist you in making the appointment, we have prepared the following brief description of HSANV's Board composition requirements. As you know, the majority of HSANV Board members must be consumers who are broadly representative of the health service area. This should include individuals representing the principal social, economic, and racial populations of the area. The remaining Board members are provider members who must be representative of a wide range of health care professionals. (The definition of "provider" as it applies to the composition requirements for the Board is attached. Persons not classified as "providers" are defined as "consumers" for HSANV membership purposes.) The Health Systems Agency of Northern Virginia Board now has an appropriate mix of provider and consumer members. Dr. Kling served as a provider member of the Board. Consequently, we request that you appoint a provider representative.

HSANV seeks to improve its representational balance when new members are appointed to the Board. Consequently, any new appointee should meet specific composition requirements not now met. Specifically, HSANV is now seeking a city or county director of social services and a community services board director in order to maintain the



Honorable Kerry J. Donley
June 27, 2001
Page 2

representational balance required by state law and regulation. New provider members representing nursing homes (long-term nursing care) or health maintenance organizations would help HSANV maintain its representational balance, as would representatives of the business community generally. The HSANV Board reviews appointments to make certain that they conform to composition requirements.

You may wish to inform candidates for membership that the HSANV Board meets monthly, on the second Monday evening of each month, at 8:00 p.m. Members may also meet an additional evening per month for committee work, and additional hours are necessary for reading background materials that are mailed to members. Most Board and Committee meetings are held in Annandale; expenses incurred by HSANV Board members in conducting agency business are reimbursable.

We look forward to receiving the names of your appointee. The Board of Directors and its Executive Director, Dean Montgomery, will be happy to provide you with additional information about HSANV or other assistance you may wish. Thank you for your consideration of this matter.

Sincerely,



Carol Coryell, RN
Chairperson,
HSANV Board of Directors

enclosure

cc: John Kling, DDS, HSANV Representative, City of Alexandria

HSA MEMBERSHIP REQUIREMENTS:
Consumer/Provider Definitions

A majority (but not more than 60 percent of the members) shall be residents of the health service area who are consumers of health care. Consumer members shall be broadly representative of the health service area, including individuals representing the social (e.g., age), economic, linguistic, handicapped, and racial populations, the geographic areas of the health service area, and major purchasers of health care (including labor organizations and business corporations). "Major purchasers of health care" means entities, other than the providers described below, that either directly or indirectly provide health care for their employees or members.

The remainder of the members shall be residents of, or have their principal place of business in, the health service area served by the Agency who are providers of health care and who represent:

- (1) physicians (particularly practicing physicians), dentists, psychologists, nurses, optometrists, podiatrists, physician assistants, and other health professionals.
- (2) health care institutions (particularly hospitals, long-term care facilities, rehabilitation facilities, alcohol and drug abuse treatment facilities, and health maintenance organizations),
- (3) health care insurers,
- (4) health professional schools,
- (5) the allied health professions, and
- (6) other providers of health care.

The term "provider of health care" means an individual who:

- (a) is a direct provider of health care (including a physician, dentist, nurse, podiatrist, optometrist, physician assistant, or ancillary personnel employed under the supervision of a physician) in that the individual's primary current activity is the provision of health care to individuals or the administration of facilities or institutions (including hospitals, long-term care facilities, rehabilitation facilities, alcohol and drug treatment facilities, outpatient facilities, and health maintenance organizations) in which such care is provided and, when required by State law, the individual has received professional training in the provision of such care or in such administration and is licensed or certified for such provision or administration; or

- (b) holds a fiduciary position with, or has a fiduciary interest in, entities (or associations or organizations composed of such entities) engaged in the provision of health care or in such research or instruction, or entities (or associations or organizations composed of such entities) engaged in producing drugs or other such articles. A "fiduciary position or interest" as applied to any entity means a position or interest with respect to such entity affected with the character of trust, including members of boards of directors and officers, majority shareholders, agents, and attorneys; or
- (c) receives (either directly or through an individual's spouse) more than one-fifth of his or her gross annual income from any one or combination of the following:
 - (i) Fees or other compensation for research into or instruction in the provision of health care;
 - (ii) Entities (or associations or organizations composed of such entities) engaged in the provision of health care or in such research or instruction;
 - (iii) Producing or supplying drugs or other articles for individuals or entities for use in the provision of or in research into or instruction in the provision of health care; and
 - (iv) Entities (or associations or organizations composed of such entities) engaged in producing drugs or such other articles; or
- (d) is a member of the immediate family of a provider. "Immediate family" as applied to any individual includes only his or her parents, spouse, children, brothers and sisters who reside in the same household; or
- (e) is engaged in issuing any policy or contract of individual or group health insurance or hospital or medical services benefits.

Not less than one-half of the providers of health care who are members of the governing body of a Health Systems Agency shall be direct providers of health care, and at least one person must be engaged in the administration of a hospital.



philip.brooks@tcs.wap.org

08/30/01 10:43 PM

To: johnsel@ic.si.edu @ INTERNET, Jean Federico@Alex, Kay Mendenhall@Alex

cc:

Subject: Resignation from HARC

2001 AUG 31 4:13:20

9C

9-11-01

August 30, 2001

Ms. Elaine Johnston, Chair
Historic Alexandria Resources Commission
Alexandria, Virginia

Dear Elaine:

As you may know, I have been appointed to fill a vacancy on the Alexandria Historical Restoration and Preservation Commission. Therefore, I must resign my position as a member of the Historic Alexandria Resources Commission, representing Planning District III. I have been honored and delighted to have served on HARC these many years, to have helped materially in founding the Commission, and to have served as its chairman. My interest in HARC and enthusiasm for its work shall not cease. But I must step down as a member, in accordance with City regulations, in order to take up my new position.

I wish you and HARC well, and I look forward greatly to working with you all on projects of mutual interest to the two Commissions.

With very best wishes,

Sincerely,

Philip Coolidge Brooks, Jr.

June 21, 2001

9D

9-11-01

To Judy Noritake, Chair and Members
Alexandria Park and Recreation Commission

2001 JUN -2 A 9 18

I am submitting my resignation to the Alexandria Park and Recreation Commission because I will be leaving Alexandria to attend college in the fall. I have enjoyed my time on the commission, and would like to thank everybody for their support, especially Judy, who always managed to keep me informed. Also thank you to Bill Conkey and Moses Simmons for accompanying me in an attempt to get a skate park built in Alexandria. At this point in time, it appears that the skate park project will go through, and I believe that the work done by Bill and Moses is one of the main reasons. I know the experience I have gained during the last three years will serve me well in college and in life.

Alex Rubenstein
-Alex Rubenstein

cc: Rose

2001-08-21 18

9D
9-11-01

August 2001

Parks and Recreation Commission Members

To: Judy Noritake

Dear Commission members:

I am writing to you to request that you accept my resignation at this time effective September 1, 2001 from the Parks and Recreation Commission. While I do not feel there is a conflict of interest, I do have a serious time commitment conflict as I have accepted a full time teaching position at TC Williams High School in Human Growth and Development and Family Life Education. I have been working in the schools and completing graduate work to position myself for this over the last year and am very much looking forward to this opportunity and challenge.

It has been a great pleasure to serve in this City on the Commission. I have learned a lot and I can only hope that I have been of some service to the greater community and to my district. I feel we provide excellent programs and that the Parks and Recreation Staff are dedicated and do a superb job. I also feel there are many remaining challenges for the commission in the areas of interior park maintenance and after school programs. I particularly feel that working with the Youth and other departments has been particularly beneficial for this Commission in addressing critical needs. I am excited about future endeavors that this Commission may take on and I have great respect for all of you. It has been a pleasure and a privilege being a part of this work. Best of luck in all your continued service to our fine City.

Sincerely,


Joanne Tomasello

Cc: Sandra Whitmore ✓

Del Pepper

9E

9-11-01

**Alexandria
Public Health
Advisory
Commission**

August 21, 2001

2001 AUG 21 5:21 PM

Kerry Donley, Mayor
City of Alexandria
301 King Street
Alexandria, Virginia 22314

Patrick Cooney
(Chairman)

Dear Mayor Donley:

Deborah Bombard

I am writing to inform you that, as of September 1, 2001, I am resigning my seat on Alexandria's Public Health Advisory Commission (PHAC). This letter shall serve as notice to all interested parties.

Lori Cooper

Julie Edelson, PT

My resignation is warranted by a move to another part of Alexandria, which resides outside of the city limits. While I briefly considered reapplying for a position on the PHAC as a non-resident, I determined that those who reside within its borders best serve the city.

Michael Gammell

Laura Heaton, MPH

Joseph Hinkle, M.D.

John Kling, DDS

Colleen Mahoney

Fay Menacker, Dr., PH

Many challenges face the city with respect to access to health care services. I am pleased that with your support, the city is moving forward on efforts to improve necessary access to public health services through the development of a new facility, and I urge the city to move swiftly to complete this project.

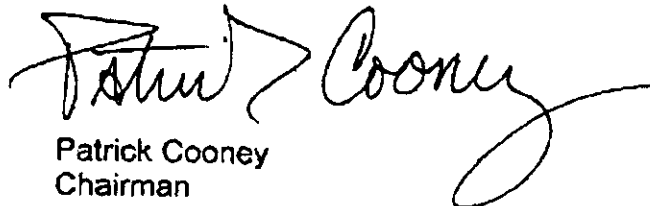
Richard Merritt

I encourage you to continue a vigorous dialogue with the PHAC as additional challenges emerge. The Commission is comprised of very talented, thoughtful individuals with a passion for improving care for the citizens of Alexandria.

Lastly, I want to thank you for giving me the opportunity to meet and work with so many dedicated individuals who in some manner (as a volunteer, health professional, city employee) serve the citizens of the City of Alexandria.

Please feel free to call upon me if I can be of further assistance to you.

Sincerely,


Patrick Cooney
Chairman

Mr. Michael K. Gemmell
1004 Russell Rd.
Alexandria, VA 22301-2435

9E
9-11-01

May 22, 2001

Patrick Cooney
3910 Keller Avenue
Alexandria, VA 22302

Dear Patrick:

It is with deep emotions and a great deal of remorse that I wish to inform you that I will be stepping down from the Alexandria Public Health Advisory Commission.

The reason for my resignation is that I will be taking a two-year sabbatical, starting on June 1, to write a history on the academic public health enterprise.

Although not leaving the area, I will be conducting much of the research and writing at our place on Lake St. John, Louisiana. This extended leave, from our routine here in Alexandria, requires me to temporarily curtail all or most of my "extra-curricular" activities.

My tenure on APHAC has been very rewarding and meaningful. I have been fortunate to be a member of a group that has truly been a positive force in advancing the health of the citizens of Alexandria. Furthermore, I would be remiss if I didn't take this opportunity to express my deep respect and appreciation to the members of the APHAC, in general and Charlie, in particular for their commitment, compassion, and leadership.

With you at the chair and with the other members on the Commission, I'm confident that APHAC is in very good hands indeed.

AVE ATQUE AVE.

Sincerely,



Michael K. Gemmell

Cc: Dr. Charles Konigsberg

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Send to Rose

2001 AUG 30 F 3:07

9F

9-11-01

August 30, 2001

Mayor Kerry Donley and Members of City Council
City Hall
Alexandria, Virginia 22314

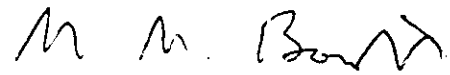
Dear Mayor Donley and Members of City Council,

This letter is to inform you that effective immediately, I am resigning my appointment as a commissioner to the Alexandria Redevelopment and Housing Authority.

I appreciate the opportunity to have served the city in this capacity.

Thank you.

Sincerely,



Murray M. Bonitt

cc William Dearman



9G
9-11-01



Paulette Smith
06/28/01 09:27 AM

To: Kay Mendenhall/Alex@Alex
cc: Suzanne Chis/Alex@Alex, ryan_wagener@mail.amsinc.com@internet
Subject: RE: Next Social Services Advisory Board Meeting

----- Forwarded by Paulette Smith/Alex on 06/28/01 09:33 AM -----



MIME:TRyan@mayerbrown.com
05/22/01 10:53 AM

To: Paulette Smith@Alex, ryan_wagener@mail.amsinc.com @INTERNET, Suzanne Chis@Alex
cc:
Subject: RE: Next Social Services Advisory Board Meeting

Please, once again, accept my apologies for missing last night's meeting. I was unable to attend due to obligations at work. As has become quite evident, I am having great difficulty making these meetings as a result of my schedule at work. As such, I fear it may be best for me and for the board to resign my seat and give another person the opportunity to take my place . . . one who has the time to actively participate. Though I regret having to do this as I would like very much to remain as involved as possible, I know I am not serving the board or the City well by my continued absence and lack of participation.

Please let me know what, if anything, I should do to effect this resignation. Again, I apologize for this, but, considering my future schedule with work, I fear nothing will change for me over the next several months.

I would request that, to the extent there is a need for volunteers or otherwise on a periodic basis, you keep me in mind as I would be more than happy to assist in that regard.

Regards.

Timothy R. Ryan, Esq. / Mayer, Brown & Platt / 1909 K Street, NW
Washington, DC 20006
tryan@mayerbrown.com / Tel: 202-263-3294 / Fax: 202-263-5294

-----Original Message-----

From: paulette.smith@ci.alexandria.va.us
[mailto:paulette.smith@ci.alexandria.va.us]
Sent: Friday, May 18, 2001 11:37 AM
To: app2@erols.com; christopher.m.smith@us.pwcglobal.com;
ktesi@fdic.gov; lapp@os.dhhs.gov; lcarr@lutherservices.org;
lisamcarr@email.msn.com; lisamlsa@yahoo.com; lori.cole@attglobal.net;
ryan_wagener@mail.amsinc.com; sheeba_ahmed@yahoo.com; susan@rford.net;
susanrford@yahoo.com; swashburn@cns.gov; Ryan, Timothy R.;
wboehm1457@aol.com; suzanne.chis@ci.alexandria.va.us
Subject: Next Social Services Advisory Board Meeting



Northern Virginia Urban League, Inc.
 1315 Duke Street, Alexandria, Virginia 22314
 Telephone: (703) 836-2858 Fax: (703) 836-8948
 www.Novaul.org

*Sent to
 CC: Rose
 9H
 9-11-01*

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William D. Euille - Chair
William D. Euille & Associates

Lavern Jackson-Chatman - Vice Chair
Chatman Fund of NVCF

June 19, 2001

John Calhoun - Treasurer
Merrill Lynch

Pattie Tom - Secretary
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Isabel Crocker
AARP Nominating Com.

Jerry Cury
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Michael Diggins
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Steve Meverson
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Rev. Dr. Leonard N. Smith
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Alotta E. Taylor
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PricewaterhouseCoopers

David L. Temple, Jr.
U.S. Department of Commerce

Clif Webb
ClifWebb.Communications

Jeff Webster
ExxonMobil

Virginia S. Williams
Education Consultant

Mayor Kerry Donley and Members of the
 Alexandria City Council
 301 King Street
 Alexandria, Virginia 22314

Dear Mayor Donley and Members of Council:

Thank each of you for allowing me to serve on the Alexandria Youth Policy Commission. I have been a member of the Commission since its inception and it has been an honor and privilege to serve. I have however, resigned from the Northern Virginia Urban League effective June 29, 2001 and therefore must relinquish my seat on the Commission. I have accepted the position of Manager for the United Way of the National Capital Area's Success By 6 @ Initiative. I am excited about this new venture, as it will allow me to not only work on behalf of children and youth of the City of Alexandria, but those residing in the seven other United Way regions.

I have been a part of this City for the past twenty-five years, and though not a resident, I care deeply about its young citizens. Please continue to support the work of the Youth Policy Commission, as there is much more to be done and it is critical that Alexandria's (youth regardless to race, creed, or economic status) are...*"born healthy and grow up safe, nurtured, well-educated and prepared for life"*. I will miss working in this City and with you, but not my commute across the Wilson Bridge. Best wishes to all of you and thanks for your confidence in me. It is my hope that during this past quarter century, my work through the Urban League and other involvements has made a difference.

Sincerely,

Debbie

Deborah Brown-Anderson
 Director of Programs

