

MICHELE PUIGGARI
HR CONSULTING SERVICES

October 10, 2009

Kaaren Jacobson
Mayor
City of Bozeman

Dear Mayor:

There are two items in the investigation report that need to be corrected. These were brought to my attention and upon closer examination were substantiated. Neither correction changes the analysis.

First, on page 2 of the report in the NOTE. In the second line from the bottom “required” should be changed to “requested”. For non police non fire employees the HR Department did not require interviewees to provide the Waiver form (which requested websites and passwords) at the time of the interview; HR requested the supervisors request the information at the time of the interview. This was correctly explained later in the investigation. The difference does not change the analysis that the information was requested before the conditional offer was made.

I made the change to the report and forwarded it to Greg Sullivan for his use as necessary.

Second, on page 4 towards the bottom, I describe the current practice after the conditional offer is made. I state all applicants have a financial background check done. This is not correct. All police and fire applicants have a financial background check done. For non police and non fire only those employees that have financial responsibilities (such as those that accept money) have a financial check done. This also does not change any conclusions in the report as the only conclusion related to financial information requests concerned firefighters.

Thank you for your time on this matter. Please let me know if you have any questions.

Sincerely,

Michele Puiggari

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