



Scott Peterson
Checks and Balances Project
1820 N. Fort Myer Drive, Suite 510
Arlington, VA 22209

July 12, 2018

Marla Sink
Deputy Commissioner for Communications
North Carolina Dept. of Insurance
Albemarle Building
325 N. Salisbury Street
Raleigh NC 27603-5926

Dear Ms. Sink:

I am the executive director of Checks and Balances Project, a nonpartisan government and industry watchdog.

Under the North Carolina Public Records Law, N.C.G.S. § 132-1 *et seq.* and the North Carolina State Employee Personnel Records statutes, N.C.G.S. § 126-22 *et seq.*, I am requesting an opportunity to inspect and obtain copies of public records, as defined by the Public Records Law, reflecting (1) the creation or establishment of the position of Associate General Counsel, North Carolina Department of Insurance (“the Position”), and (2) the identities of all persons who applied or otherwise sought the position and any communications between them and the N.C. Department of Insurance.

This request is for documents created or received during the time period September 1, 2016 to May 1, 2017.

More specifically, the public records to which I seek access include, but are not limited to:

- All postings or advertisements in any medium for the Position, including requirements and qualifications;
- All documents that reflect the number and identities of applicants for the Position;
- Any applications for the Position, including applications by individuals who were not selected, and responses to them, and
- All communications with applicants regarding the Position.

In addition, I request the records maintained by the N.C. Department of Insurance in accordance with N.C.G.S. §126-23 for the current Associate General Counsel of the N.C. Department of Insurance, Jennifer Gray, that contain the following information:

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- Age of Jennifer Gray;
- Date of Ms. Gray's original employment or appointment;
- Her current salary;
- Date and amount of each increase or decrease in salary of Ms. Gray since her initial employment by the Dept. of Insurance;
- The terms of any contract by which Ms. Gray is employed and a copy of any written contract or record of any oral contract of employment;
- Date and type of each promotion, demotion, transfer, suspension, separation, or other change in position classification for Ms. Gray, and
- Date and general description of the reasons for each promotion or job reclassification.

If there are any fees for searching or copying these records, please inform me if the cost will exceed \$100.

Please respond to this request as promptly as possible, in accordance with the Public Records Law. If you have any questions, please let me know so that we may discuss them. Thank you for your attention to my request. I look forward to hearing from you.

Regards,

A handwritten signature in black ink, appearing to read "Scott Peterson". The signature is fluid and cursive, with the first name "Scott" and last name "Peterson" clearly distinguishable.

Scott Peterson
Executive Director
Checks and Balances Project

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