



January 18, 2010

Dear Staff,

It has been brought to our attention that there has been a security breach involving our electronically processed payments. As soon as we became aware of this breach, we notified appropriate law enforcement officials. Law enforcement is working diligently to identify the criminal responsible for this breach.

By law, we are required to notify any person whose personal information we collect when there is a security breach. We have determined that our Health Savings Account activity could have been viewed by the criminals. The only personal information that could have been viewed would be: your name, and your HSA account number. Because this was for our electronically processed payments only, there is no concern for payroll or pension funds, but only the HSA accounts. This is the same information contained on your HSA checks, but we wanted to be sure you were alerted to the possibility that this information may have been disclosed to unknown recipients.

We would encourage you to check your current HSA account balances now, and periodically, to be sure there was no fraudulent activity in your account. The best protection in these situations is to close the account that may have been breached and open a new one. Therefore, we have asked that an HSA representative come on site to help anyone who would like to close their current HSA account and open a new one. We will let you know our next steps as soon as we know.

We are now taking additional measures to be sure this type of theft does not happen again. Kim is our point person in this matter. If you have any questions or concerns please let Kim and/or your bank know immediately. We have also activated a toll free number **1-877-528-3022** for your convenience, or if calling locally please call 863-2224.

Thank you for your understanding.

Sincerely,

A handwritten signature in black ink, appearing to read "Nancy Eldridge", written in a cursive style.

Nancy Eldridge
Executive Director