

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Study Session Worksheet

Presentation Date: 4/13/10 Time: 2:00 pm Length: 1 hour

Presentation Title: County Counsel Department Briefing

Department: County Counsel

Presenters: Steven Lounsbury, Dave Anderson, Kimberley Ybarra-Cole, Ed McGlone, Kathleen Rastetter, Scot Sideras, Chris Storey, Dan Chandler, and Scott Ciecko

ISSUE & BACKGROUND

One of the primary goals for the County Counsel department is to provide the Board with timely and effective legal support. One way to help accomplish that goal is to present you with an update from each of the attorneys about what they are working on, and a brief description of some of their current projects. This will serve at least two purposes: a) you will know who to contact if a question comes up; and b) you will have an opportunity to ask questions or offer input and direction during each presentation.

Prior to the individual presentations, I will provide you with an overview as to:

- office organization and areas of practice;
- attorney subject matter assignments;
- hourly billing stats, including outside counsel;
- time spent in subject areas based on attorney FTEs; and
- designations of attorneys to BCC 2010 Principle and Goal areas.

Later this year I will be sending a survey to our clients to assess how we are doing, and how we can do better.

Following my report each of the attorneys will make individual presentations. We welcome any questions, comments, or feedback you may have that would assist us in accomplishing our goal of providing you with the best possible service. Thank you for this opportunity.

OPTIONS AVAILABLE: N/A

RECOMMENDATIONS: N/A

QUESTION(S) PRESENTED FOR CONSIDERATION: N/A

SCHEDULE FOR STUDY SESSION

Division Director/Head Approval _____

Department Director/Head Approval _____

County Administrator Approval _____

For information on this issue or copies of attachments please contact Steven Lounsbury @ 503-655-8362