


MEMORANDUM

Office of the County Manager

TO: ALL APPOINTED AND ELECTED DEPARTMENT HEADS

FROM: DON BURNETTE, COUNTY MANAGER 

SUBJECT: LEGISLATIVE INQUIRIES OR REQUESTS

DATE: JANUARY 28, 2013

As the 2013 state legislative session approaches, it becomes increasingly important that communication of legislative issues be channeled through the County's Legislative Team and that the Team is made aware of any legislative contacts that occur. These contacts include communications from individual legislators, from Legislative Counsel Bureau (LCB) staff, or from the Governor's office. This is critical if the issue discussed is purely legislative in nature but is also important if the contact is about a constituent problem. The more information the Team members have, the more effectively they can represent the County during the session.

If you or a member of your department is contacted by a legislator, LCB staff, or the Governor's office on any issue, please notify Sabra Smith Newby or me at 455-3530.

SSN:abb