



**ADVOCACY
COMRADERY
COMPASSION**

DATE: 1/20/2021
TO: LCVS COMMITTEE
FROM: MARY DURST, DIRECTOR
SUBJECT: UTILIZING COUNTY LEGAL PROCEDURE

MEMO

There is no current procedure in place to provide director guidance of when and, at what time in the process, the director should reach out to County Legal. As LCVS pays for all legal services provided on an hourly basis, I am respectfully requesting the following process be put into place:

1. The Director shall have discretion utilizing County Legal for all legal concerns dealing with day to day items. The LCVS Chair will be cc'd on each email as well as the County Administrator.
2. The director shall await the Committee's request for legal counsel on all proposed programs. If concern of legality is voiced by Committee, motion to approve will have the stipulation, "approved upon Legal Counsel review".

The above policy request will prevent the tabling of items which delays action, as well as the prevention of spending funds on non-viable programs.

2300 E. Grand River Ave.
Suite 109
Howell, MI 48843

(833) Liv-Vets or 517-546-6338
veterans@livgov.com
www.livgov.com/veterans