



Livingston County Veterans' Services

2300 East Grand River Avenue, Suite 109

Howell, Michigan 48843

517-546-6338

Memorandum

To: Livingston County Board of Commissioners
From: Livingston County Veterans' Services
Date: March 28, 2018
Subject: Resolution to Authorize Office Renovation

Livingston County Veterans' Services submits a resolution to authorize minor office renovations to replace and rehang office doors for our Counselors offices. As a department, we take every step to ensure our clients feel comfortable discussing a variety of service related injuries that vary from skeletal-muscle issues to sexual trauma. I believe that our current office configuration does not lend to ensuring client privacy and thus delivering accurate services.

Today the counselor offices have clear lines of sight, which allows clients to be heard and seen in adjacent spaces by other counselors or clients. This has made it difficult to protect client privacy or have in-depth discussions required to obtain the necessary details of service. The department believes this renovation is long overdue but once completed, will result in a more secure client environment.

For any questions, please contact the undersigned at 517-546-6338 or asmiddy@livgov.com.

Adam J. Smiddy
Director,
Livingston County Veterans' Services