

# Corporation Counsel

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## Our Mission

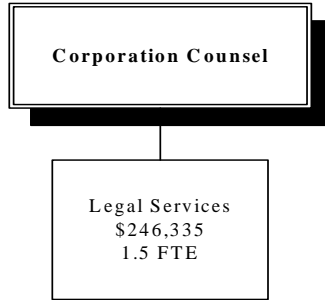
To provide efficient legal representation to the Washtenaw County Board of Commissioners, Administration and Departments to ensure compliance with existing federal, state and local laws.

## Our Vision

Corporation Counsel will provide more efficient legal services to the County and reduce the cost of doing business by handling all legal matters in-house.

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### How We Are Structured:



### Corporation Counsel Services We Provide (Programs)

#### **Legal Services**

To provide or manage timely and efficient legal services for Washtenaw County government.

# Corporation Counsel

## What We Do .....➔

(Process/Activities)

### Legal Services

Contract negotiation and review  
Education for County Departments

Legal Opinions

Litigation

Mandated Services

## What We Produce .....➔

(Outputs)

Contracts successfully negotiated and/or reviewed  
The high-risk departments in the County are fully educated on status of the law as it applies to their jobs  
Legal knowledge accumulated quicker and more efficiently  
Litigation administered and handled successfully  
Mandated services fulfilled.

## How Efficient Are We

(Process Measures)

Measurement	2004 Actual	2005 Projected	2006 Target	2007 Target
Percentage of opinions delivered within 10 days of receipt		95%	95%	95%
Percentage of claims settled/resolved within the set reserve		95%	95%	95%
Number of claims or lawsuits with adverse judgments entered against the County		0	0	0

**Who We Serve** .....➔

**(Customers)**

Board of Commissioners  
 County Departments

**What We Are Accomplishing**

**(Outcomes)**

**Legal Services**  
 County actions comply with existing law  
 County Departments comply with existing law.  
 Lawsuits against the Board favorably resolved.  
 Lawsuits against the County of Washtenaw favorably resolved.  
 Provide effective legal advice and mandated parliamentary advice to Board of Commissioners

**Who We Work With**

**(Partners)**

Departments, Contract User Groups, Vendors  
 Risk Management, Outside Legal Counsel

**How Effective Are We**

**(Program Measures)**

<b>Measurement</b>	<b>2004 Actual</b>	<b>2005 Projected</b>	<b>2006 Target</b>	<b>2007 Target</b>
Number of lawsuits filed against BOC alleging wrong-doing by the Board		0	0	0
Number of Complaints by BOC against Corporate Counsel for failing to give proper legal advice or parliament services		0	0	0
Adverse judgments entered against the County		0	0	0

# Corporation Counsel

POSITION TYPE	No. POSITIONS	No. POSITIONS	No. POSITIONS	No. POSITIONS
	1-1-2004	1-1-2005	1-1-2006	1-1-2007
MANAGERIAL	1.00	1.00	1.00	1.00
PROFESSIONAL	0.50	0.50	0.50	0.50
SUPPORT	0.00	0.00	0.00	0.00
<b>Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

EXPENDITURES	2004 Actuals	2005 Adopted	2006 Requested	2006 Adopted	2007 Adopted
Personal Services	186,211	183,425	198,036	198,036	208,791
Supplies	1,296	6,731	6,731	6,731	6,731
Other Services	7,608	10,371	10,371	10,371	10,371
Internal Service Charge	64,838	64,838	31,197	31,197	31,197
Capital Outlay	0	0	0	0	0
Transfers Out	0	0	0	0	0
<b>Total</b>	<b>\$259,953</b>	<b>\$265,365</b>	<b>\$246,335</b>	<b>\$246,335</b>	<b>\$257,090</b>

## VARIANCE ANALYSIS

Personal Services: Increases in salary and fringes reflect labor contract agreements and estimated fringe rates for 2006 and 2007.

Internal Service Charges: Change due to allocation of indirect cost recalculation on annual basis.

## EXPENDITURES

