



MEMORANDUM

Date: February 12, 2009

To: Lindy Funkhouser, Assistant County Administrator
for Justice and Law Enforcement

From: C.H. Huckelberry
County Administrator

A handwritten signature in black ink, appearing to read "CHH", is written over the printed name "C.H. Huckelberry".

Re: Staff and Budget Reductions in the Office of Court Appointed Counsel

Previously there had been some discussion regarding the necessity of the professional staffing levels in the Office of Court Appointed Counsel. Given the current financial condition of the County, it is appropriate to examine these staffing levels and determine if they can, in fact, be reduced. I would appreciate a review and analysis of the staffing requirements for this office within the next two weeks so that appropriate plans can be made in constructing the budget for next fiscal year.

CHH/jj

c: Martin Willett, Chief Deputy County Administrator
Tom Burke, Finance and Risk Management Director
Thomas House, Budget Manager, Finance and Risk Management