

DEPARTMENT OF LAW

Mission Statement

The mission of the Department of Law is to provide legal and risk management services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources and perform their responsibilities within the law.

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Strategic Goals

1. Work on increasing ratio of dollars recovered to dollars owed in Claim matters.
2. Increase revenues collected from sources not currently maximized.

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Legal Services Line of Business

The purpose of the Legal Services Line of Business is to provide client advice and support, contracts, legislation and litigation services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources and perform their responsibilities within the law.

Contracts Program

The purpose of the Contracts Program is to provide negotiation, drafting and review services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can execute contracts legally and in a timely fashion.

Result Measures

- Percentage of contracts approved by the Legal Department that are in accord with the law
- Percentage of contracts reviewed within 4 business days

Output Measure

- Number of contracts reviewed

Demand Measure

- Number of contracts anticipated

Client Advice and Support Program

The purpose of Client Advice and Support Program is to provide legal advice and support to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so that they can effectively and efficiently conduct the business of the Metropolitan Government.

Result Measures

- 70% of client advice requests reviewed within 3 days
- Percentage of clients reporting that the client advice provided assisted them in making good business decisions

Output Measure

- Number of client advice responses

Demand Measure

- Number of client advice requests anticipated

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Legal Services Line of Business

The purpose of the Legal Services Line of Business is to provide client advice and support, contracts, legislation and litigation services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources and perform their responsibilities within the law.

Legislation Program

The purpose of the Legislation Program is to provide analysis and draft legislation services to the departments, boards, commissions, agencies and officials of the Metropolitan Government so they can propose and pass legislation that accomplishes their goals.

Result Measures

- Percentage reduction in corrective amendments
- 90% of clients responding indicate that council legislation passed accomplishes the stated goal

Output Measure

- Number of pieces of legislation approved

Demand Measure

- Number of pieces of legislation to be reviewed or drafted

Litigation and Administration Hearings Program

The purpose of the Litigation and Administrative Hearings Program is to provide representation and advocacy services to the departments, boards, commissions, agencies, officials of the Metropolitan Government and its employees so they can experience high quality dispute resolutions.

Result Measure

- Percentage of dispute resolutions considered high quality as reported by Metropolitan Government clients

Output Measure

- Number of administrative hearings and litigation matters handled

Demand Measure

- Number of administrative hearings and litigation matters required

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Risk Management Line of Business

The purpose of the Risk Management Line of Business is to provide loss control, claims and insurance services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources.

Claims Program

The purpose of the Claims Program is to provide investigation, negotiation and recovery services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can minimize the financial impact of claims brought against the Metropolitan Government and maximize the monetary recovery of claims in favor of the Metropolitan Government.

Result Measures

- Ratio of dollars recovered to dollars owed
- Ratio of costs to dollars recovered or paid
- Percentage of claims in which the settlement is less than 10% greater than the reserve
- Percentage of claims settled without litigation
- Percentage change in the total number of claims including lawsuits initiated against the Metropolitan Government

Output Measures

- Number of claims processed
- Number of claim recoveries

Demand Measures

- Number of claims expected to be filed
- Number of instances of damage to Metropolitan Government property incurred

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Risk Management Line of Business

The purpose of the Risk Management Line of Business is to provide loss control, claims and insurance services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources.

Insurance Program

The purpose of the Insurance Program is to provide insurance management services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can adequately protect their assets at the best value.

Result Measures

- Percentage annual increase in cost that is at or below market rate increases for entities with similar losses
- Percentage of approved contracts that have adequate insurance
- Annual self insurance liability fund deposits will be five percent lower than annual market cost of comparable commercial insurance

Output Measures

- Number of insurance policies managed
- Number of insurance contract reviews
- Number of consultation hours provided

Demand Measures

- Number of insurance policies expected to be required
- Number of insurance contract reviews expected to be required
- Number of consultation hours expected to be requested
- Number of hours reviewing contracts