

# 2022 Business Plan Presentation

LAW DEPARTMENT

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**Gwinnett**  
Law Department

# 2020 – 2021 YTD Recap

## Accomplishments

1. Gwinnett Place Mall
2. Rowen
3. Successfully defended claims and litigation
4. Ethics Ordinance
5. Noise Ordinance
6. Hooper Renwick Library
7. Snellville Library
8. Records Management Center
9. Gwinnett Entrepreneur Center
10. GovQA Training (Open Records Request Solution)

# 2020 – 2021 YTD Recap

## Challenges

1. Staffing
2. Succession Planning
3. Urgent Matters

# DEPARTMENT SNAPSHOT

## External Dependencies

- Board of Commissioners
- County Departments
- Elected Officials
- Local, State, and Federal Laws

# NOTABLE METRICS/TRENDS

- Litigation matters received -32.4%
- Litigation matters completed -18.6%
- Contracts received +207.4%
- Contracts completed +147.8%
- Critical path matters received +21.9%
- Critical path matters completed +36.20%



# IDENTIFIED CONSTRAINTS & OPPORTUNITIES

- Customer expectations and service demands
- Tenured senior attorneys
- Vacant senior attorney positions
- Increased utilization of interns

# OPERATIONAL DECISIONS

- Improve assignment turnaround time
- Strengthen succession plan
- Ensure compliance with litigation deadlines

# 2022 OPERATIONAL BUDGET CHANGES

## Base Budget Changes

- 40.7% decrease in books and periodicals for in-house library
- 23.42% increase in license and support for court calendaring software



# 2022 OPERATIONAL DECISION PACKAGE

## Decision Package

1. Increase staff by adding two associate attorney and one legal associate II positions

Cost: \$262,819



# COUNTY INITIATIVES

- Gwinnett Place Mall Redevelopment
- Nondiscrimination Ordinance
- Succession Planning

# TOTAL BUDGET

2021 Budget	\$2,824,829
Changes to Base	\$ 107,611
2022 Base	\$2,932,440
Decision Package	\$ 262,819
Total 2022 Budget	\$3,195,259

