

2024 Business Plan Presentation

Law Department

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Gwinnett
Law Department

2022–2023 YTD Recap

Accomplishments

- Open records and open meetings
- Ordinances
- Land acquisition and leasing
- Economic development
- SPLOST Referendum support
- New organizational structure

2022–2023 YTD Recap

Challenges

- Transition to new organizational structure
- Attorney vacancies
- Personal injury litigation and medical expenses

External Influences

- Board of Commissioners
- Elected officials
- Plaintiffs and counsel
- Outside counsel
- Local, state, and federal laws

Notable Metrics/Trends

Open Records

- Average time to close:
4 business days (2022)
2 business days (2023 YTD)

Contracts

- Average time to close:
4 business days (2022)
3 business days (2023 YTD)

Assignments

- Average time to close:
48 business days (2022)
19 business days (2023 YTD)

Real Estate

- Average time to close:
102 business days (2022)
74 business days (2023 YTD)

Identified Constraints & Opportunities

Constraints

- Case management system
- Attorney vacancies

Opportunities

- New case management system
- DocuSign



Operational Decisions

- Implement new case management system
- Improve delivery of real estate transactional matters
- Law Department onboarding process

County Initiatives

- Operational Performance Assessment
- Transit SPLOST
- Economic development matters
- DocuSign



Planning for the Future

- County Department engagement
- Comprehensive open records training
- Review of County contracts

Total Budget

Total Requested Budget

\$3,574,166