

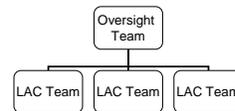
Local Assistance Center (LAC) Oversight Positions

Intergovernmental Affairs Liaison Training

LAC Just-in-Time Training

Oversight Team Purpose

- The Oversight Team is responsible for the initial planning activities of the LAC(s) and ongoing decisions. The team ensures that disaster relief efforts are provided in a standardized and consistent manner throughout all LAC operations. The team activates and directs the activities of the LAC through the LAC Manager.



Intergovernmental Affairs Liaison Position Description

- Compile
 - Research and communicate with County technical staff and program administrators to find out answers to questions.
 - Compile issue documents and white papers.
 - Organize and facilitate briefings for elected officials and their staff.
- Coordinate
 - Work with elected state and federal officials' presence at LACs with the LAC Manager.

Intergovernmental Affairs Liaison Position Description

- Report
 - Respond to elected officials' requests for information and questions with accuracy and political awareness.
 - Refer to County policies, procedures, and practices to explain actions.
 - Provide updates to the Oversight Manager
 - Report to the Director of the Office of Strategy and Intergovernmental Affairs (OSIA) on intergovernmental liaison activities.

Quick Tips

- Check in with Oversight Manager
- Provide updates to the Director of Office of Strategy and Intergovernmental Affairs (OSIA)
- Review Intergovernmental Affairs Liaison Checklist

Good Luck

- Remember, the Intergovernmental Affairs Liaison is responsible for organizing and facilitating briefings for elected officials and their staff.
- Thank you for your commitment.