

County Legislative Coordinator Responsibilities

While the Georgia General Assembly is in session, County Legislative Coordinators will be responsible for:

- Monitoring and evaluating on a continuing basis legislative reports and alerts from ACCG for their impact on county government operations.
- Presenting a brief legislative report or update to the Board of Commissioners at each commission meeting during the legislative session.
- Informing Commissioners and other county officials of ACCG's position on legislation affecting counties.
- Ensuring that Commissioners, county officials and staff receive the ACCG legislative reports and action alerts.
- Informing and training Commissioners, County Officials and staff on the use of the legislative tracking feature on the ACCG website and references the resources available at www.accg.org.
- Initiating action in response to action alerts from ACCG and coordinates that response with the ACCG policy team.
- Coordinating the counties response to requests for information made by ACCG.
- Receiving notification when local legislation is introduced for the county.
- Working to strengthen the relationship between the Board of Commissioners and the local legislative delegation.
- Maintaining contact information on the local legislative delegation.
- Assisting ACCG Policy staff in contacting and communicating with local legislative delegation.

The person designed to serve in this capacity should have:

- Access to all department heads and county officials to obtain information and data.
- Access to the Board of Commissioners.
- Working knowledge of county operations.
- Ability and time to respond to requests for information from the ACCG policy staff in a timely manner – even brief responses are helpful.
- Authority within the county government structure to receive timely responses to request for information.
- Knowledge of the various departments within the county and the point of contact within each to obtain information and feedback.
- Ability to provide periodic reports to the Commissioners and other county officials on the legislative reports and activities of ACCG.