

From: [Russell Webb](#)
To: [Keller, Valette A \(DOR\)](#)
Cc: [Mary Jane Michael](#); [Larry Norene](#)
Subject: Confidential Communication
Date: Monday, September 26, 2016 1:35:15 PM

Valette,

The Executive Committee has identified a need to procure legal counsel for advice on a highly sensitive personnel matter from which our general counsel has recused himself.

Last summer we contracted with Jermain, Dunnagan, Owens to provide counsel on a similar matter, however the attorney who advised us then is unable to assist at this time due to workload demands.

This is a matter which should be communicated to NO ONE within the Trust other than myself, trustee Michael or trustee Norene.

I would appreciate receiving your advice on how to proceed. The contract amount is not expected to be large - \$25,000 - \$50,000 at most. I have received a recommendation from a partner at JDO regarding an attorney who is qualified to provide the advice and assistance required.

What are the governing procurement requirements and in what manner should we proceed to obtain needed counsel?

Thanks for your assistance.

Sent from my iPad