

MEMORANDUM

TO: Attorneys in Becker County

FROM: Shelly Jeffers, Court Administrator

CC: Judge Jay Carlson, Judge Michael Fritz

SUBJECT: Contract for Providing Court Appointed Attorney Services in Child Protection and Termination of Parental Rights Proceedings; Contract for Participating in the Children's Justice Initiative Team
(Change in monthly fee)

DATE: January 3, 2017

This memo is being sent pursuant to the request of the Becker County Board of Commissioners to inform you that they will be appointing an attorney/law firm to represent persons needing, and qualifying for, Court Appointed Attorney services in child protection cases and child protection permanency cases, including, but not limited to: termination of parental rights, transfer of physical and legal custody or long term foster care and appeals of such cases, in the District Court, Court of Appeals and the Minnesota Supreme Court. The term of this contract is January 1, 2017 to December 31, 2018.

MINIMUM QUALIFICATIONS:

Effective June 1, 2013, counsel retained by the County for CHIP cases **must** be listed on the MN Courts roster of qualified CHIPS parents' attorneys

It is the intent of the County Board to execute a contract with an attorney/law firm to represent persons needing, and qualifying for, Court Appointed Attorney services in child protection cases and child protection permanency cases, including, but not limited to: termination of parental rights, transfer of physical and legal custody or long term foster care and appeals of such cases, in the District Court, Court of Appeals and the Minnesota Supreme Court. The monetary amount paid to this attorney/law firm will be **\$1,600.00 per month**.

In addition, the Court will require that the following necessary records be kept:

1. The number of cases handled and each case type;
2. The number of Court hearings attended and each case type;
3. The number of hours spent on each case; and
4. Any other records that the Court may require.

The County is requesting that interested individuals or firms submit letters of interest which should include qualifications and experience to the Human Resource office no later than 3:30pm January 12, 2017.

You may submit via:

- Email: amsette@co.becker.mn.us
- Fax: 218-846-7248 Attn: Human Resources
- Mail: (copies must be received in Human Resources by 3:30pm on January 12, 2017)

Becker County
Attn: Human Resources
915 Lake Ave.
Detroit Lakes, MN 56501

Feel free to contact me if you have any questions regarding this matter.