



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

PATRICIA S. PLOEHN, LCSW
Director

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February 5, 2009

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
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Supervisor Michael D. Antonovich

From: Patricia S. Ploehn, LCSW
Director

**NOTICE OF CONTRACT EXTENSION EXECUTION OF CASE FILE RECORDS
MANAGEMENT SERVICES WITH GRM INFORMATION MANAGEMENT SERVICES
OF CALIFORNIA, LLC. (GRM)**

This is to inform you that I have executed a second amendment to extend GRM contract, contract number 76008, for one additional year. This second contract extension is from 2/1/09 through 1/31/2010.

The GRM contract services are for the safe storage and management of client and administrative records, and allow timely access of DCFS' records for line operations. Timely access of DCFS' records is essential to ensure that vital records and documents are available to DCFS staff, attorneys, and the Juvenile Court so informed decisions may be made in regards to the health and safety of children and their families.

If you have any questions or need additional information, you may call me at (213) 351-5600 or your staff may contact Armand Montiel, Board Liaison, at (213) 351-5530.

Thank you.

PSP:WC:SN:ng