County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES
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SHERYL L. SPILLER
Acting Director

Board of Supervisors
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December 13, 2011

TO: Each Supervisor

FROM: Sheryl L. Spiller, Acting Director

SUBJECT: EXECUTION OF ADJUSTMENT OF ALIEN STATUS AND CITIZENSHIP APPLICATION SERVICE CONTRACTS

This is to inform your Board that I have used Board-delegated authority to execute the Adjustment of Alien Status and Citizenship Application services contracts with Interfaith Refugee & Immigration Services (IRIS) and International Rescue Committee (IRC), as stipulated in the Board letter adopted by your Board on October 18, 2011.

IRIS and IRC will provide adjustment of alien status and citizenship application services to refugees that are 60 years old or over effective upon execution through September 29, 2012. The Chief Executive Office and County Counsel have approved the execution of these contracts.

If you have any questions or require additional information, please contact me at (562) 908-8383, or your staff may contact Norma Doctor Sparks, Assistant Director, at (562) 908-8622.

SLS:loh

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Deputy Chief Executive Officer