

**MEMORANDUM**

3/25/2011

TO: Bob Hoyt, Director, Department of Environmental Protection  
Patrick Lacefield, Director, Office of Public Information  
FROM: Chris Cihlar, CountyStat Manager  
SUBJECT: DEP/MC311

**The following items were identified for follow-up during the 3/25/2011 CountyStat meeting:**

Develop a strategy for receiving bulk trash and scrap metal pick-up requests via the web-portal

Responsible parties: DEP  
Other parties involved none  
Deadline: 7/1/2011

Continue to work with MC311 to verify the validity of data entered into the Siebel system

Responsible parties: PIO, DEP  
Other parties involved none  
Deadline: 7/1/2011

cc: Timothy Firestine, Chief Administrative Officer  
Fariba Kassiri, Assistant Chief Administrative Officer