

For: State Offices and Service Centers

LAA Boundary Reviews

Approved by: Acting Deputy Administrator, Field Operations



1 Overview

A Background

COC's are required to complete an annual review of LAA boundaries within each FSA County Office jurisdiction no later than April 1 of each year.

B Purpose

This notice reminds State and County Offices:

- to complete LAA reviews according to 15-AO, paragraphs 59 through 67
- that offices consolidated in 2012 **must**:
 - combine multiple COC's into one COC for the 2013 election
 - redraw LAA boundaries where necessary to achieve the correct number of LAA's.

C Contacts

If there are questions about this notice, contact the appropriate office according to the following table.

IF located in a...	THEN contact...
Service Center	the State Office.
State Office	either of the following: Deborah Johnson, DAFO, at 202-720-0067 Barbara Boyd, DAFO, at 202-720-7890.

Disposal Date	Distribution
September 1, 2013	State Offices; State Offices relay to Service Centers

Notice AO-1564

2 COC Action

A LAA Reviews

All COC's are reminded to review and follow the guidance and due dates provided in 15-AO when reviewing LAA boundaries.

B LAA Reviews in Offices Consolidated in 2012

According to guidance in 15-AO, all offices involved in consolidations in 2012 must prepare for the 2013 election by:

- combining 2 or more COC's existing in one COC jurisdiction into one COC

Note: Contact the State Office for assistance with managing COC/LAA's on the COC election web site.

- determining the number of LAA's needed in combined COC's
- redrawing LAA boundaries where necessary
- determining the length of term for each LAA member to stagger elections over 3 years.

Elections will be held in LAA's:

- that are up for election in 2013
- as transitional elections wherever boundary changes have been made.