



HASS Rubric: Foundations

Has the organization established contact with city/municipal liaisons?

Terminology

1. **[City/Municipal] Liaison:** An individual in the City Manager's office that directly oversees questions, requests, or other outreach from stakeholders regarding animal services, public health or health and human services.

Consideration: *When interacting with government officials or entities, always ensure local laws and organizational rules dictating what is and is not allowed are followed.*

Beginner

1. Organization has collected contact information for local city/municipal liaison(s) and included this information in internal protocols and/or formal contact sheets.
2. Organization has **attempted** to connect via phone/email with the identified city/municipal liaison(s). No contact has been made.

Intermediate

1. *All steps in "Beginner"*
2. Initial contact has been established between at least one city/municipal liaison and the primary point of contact at your organization.

Advanced

1. *All steps in "Intermediate"*
2. Initial contact has been established with more than one city/municipal liaison (as applicable)
3. Recurring contact plans have been established with all liaison contacts.