



Office of the Speaker
Oklahoma House of Representatives
Oklahoma City, OK 73105

September 8, 2011

Shelley Shelby
Director of Legislative Services and Staff Attorney
Oklahoma State School Boards Association
VIA E-MAIL: shelleys@ossba.org

CC: Dr. Colin Swearingen, GIS Coordinator
Oklahoma State House of Representatives
colin.swearingen@okhouse.gov

Dear Ms. Shelby:

This is to inform you that the Oklahoma House of Representatives will provide assistance to local government entities in Oklahoma that may need technical support for redistricting their district boundaries based upon the 2010 Census. This service will be provided to local governments without charge. The House Redistricting Office will be available during normal business hours by appointment to provide redistricting assistance.

The House Redistricting Office will need one designated point of contact for the local government entity for communication and to act as a liaison between the House Redistricting Office and the local government entity, others may be included in communication, but one designee is required.

Attached is a disclaimer that will need to be signed by the local government entity designee and returned to Dr. Colin Swearingen, GIS Coordinator, Oklahoma House of Representatives via email at colin.swearingen@okhouse.gov; fax (405) 557-7351; or mail: 2300 N Lincoln Blvd, Room B-19, Oklahoma City, OK 73105-4885, prior to the House fulfilling any outside redistricting request.

Once the signed disclaimer is received by the House Redistricting Office, you will be contacted to confirm or provide the local government entity's district boundaries. A clearly, discernable map is necessary, but an electronic shapefile is preferred if the House Redistricting Office does not have the current district boundaries for the local government entity.

If your local government entity will need redistricting assistance, please contact the House Redistricting Office as soon as possible so an appointment may be scheduled in a timely manner.

If you have any questions, please do not hesitate to contact the House Redistricting Office at (405) 962-7637.

Sincerely,
Kris Steele
Speaker of the House
Oklahoma House of Representatives