

**CITY ATTORNEY'S OFFICE
ORGANIZATIONAL CHART
AS OF JANUARY 9, 2023**



**CITY ATTORNEY
JOANNA ANDERSON**

**OPERATIONS MANAGER
JAMES HATLEY**

**SENIOR ASSISTANT CITY ATTORNEY
KAREN SNOW**

**OPERATIONS - RECEPTION
SAUL CAMACHO OJEDA**

**OPERATIONS - FOIA
VACANT (01/13/23)**

**SENIOR ASSISTANT CITY ATTORNEY
TRAVIS MACRAE**

**DEPUTY CITY ATTORNEY
COMMUNITY SERVICES
JILL SCHAUB**

**DEPUTY CITY ATTORNEY
INTERNAL SERVICES
MEGHAN ROBERTS**

**DEPUTY CITY ATTORNEY
LAND USE & LEGISLATIVE
CHRISTINA ZECHMAN BROWN**

**GENERAL LAW CLERK
TIFFANY ROSENHAGEN**

**ASSISTANT CITY ATTORNEY
HELEN CLEMENS**

**HR LAW CLERK
LORNA GERLT**

**ASSISTANT CITY ATTORNEY
SARAH McELVEEN**

**ASSISTANT CITY ATTORNEY
DAVID LANIER**

**ASSISTANT CITY ATTORNEY
SHAWN LASSITER**

**ASSISTANT CITY ATTORNEY
DEAN KIME**

**ASSISTANT CITY ATTORNEY
ROBERT PORTER**

**ASSISTANT CITY ATTORNEY
JACQUELINE CULLOM**

**ASSISTANT CITY ATTORNEY
LINDSAY DUBIN**

**ASSISTANT CITY ATTORNEY
CHRISTINA HAMILTON**

**ASSISTANT CITY ATTORNEY
BRYAN MACAVOY**

Note: attorney department assignments are listed on the back

Attorney Department Assignments

Updated 013123

Community Services Jill Schaub, Manager

Department	Attorney
Animal Control	Helen Clemens
<i>Court Services</i>	Dean Kime
DCHS	Jill Schaub
DCHS: Child Welfare	Jill Schaub Helen Clemens Dean Kime
DCHS: Community Services Board	Dean Kime
DCHS: Adult Protective Services	Helen Clemens
DCHS: Domestic Violence/Sexual Assault	Helen Clemens
DECC	Travis MacRae
Fire	Travis MacRae
<i>Health</i>	Dean Kime
Human Rights Office	Karen Snow
<i>Library</i>	Helen Clemens
Parking Adjudication	Dean Kime
Police	Travis MacRae
Probation and Pretrial Services	Dean Kime
RPCA	Karen Snow

Internal Services Meghan Roberts, Manager

Department	Attorney
Alternative Dispute Resolution Program	Lorna Gerlt
Finance (including Risk Management/Claims Litigation)	Sarah McElveen
Finance: Real Estate Assessments	Karen Snow
Human Resources	Meghan Roberts Christina Hamilton Robert Porter
ITS	Karen Snow
Internal Audit	Robert Porter
OMB	Meghan Roberts
Independent Community Policing Review Board	Robert Porter
Independent Policing Auditor	Robert Porter

Land Use & Legislative Christina Zechman Brown, Manager

Department	Attorney
Boards & Commissions	David Lanier
City Clerk	David Lanier
CMO: Communications	David Lanier
CMO: Climate Action	Shawn Lassiter
CMO: Economic Dev.	David Lanier
CMO: Public Private Partnerships/PPEA	Shawn Lassiter
Code Administration	Shawn Lassiter
DPI	Shawn Lassiter
FOIA Responses including BWC	Jaqueline Cullom
FOIA/COIA/Public Records Compliance	David Lanier
General Services	Bryan MacAvoy
Historic Alexandria	David Lanier
Housing	Christina Zechman Brown
Planning and Zoning	Christina Zechman Brown
Planning and Zoning Litigation	Travis MacRae
Registrar of Voters	Shawn Lassiter
TES	Lindsay Dubin
TES: Surveys	Bryan MacAvoy
TES: Right of Way	Karen Snow

Note: Sheriff, Circuit Court Clerk, and Commonwealth Attorney are not represented by this office but to the extent issues overlap this division will assist.

Note: Italicized departments are state departments with some city employees. CAO representation is limited.