



TEXAS HEALTH AND HUMAN SERVICES COMMISSION

April 8, 2011

THOMAS M. SUEHS  
EXECUTIVE COMMISSIONER

**Greg Willis**  
**Collin County District Attorney**  
**2100 Bloomdale Road, Suite 20004**  
**McKinney, TX 75071**

Subject: Action Required – Revised Local Prosecuting Agreement Contract

Dear **Greg Willis**,

The Texas Health and Human Services Commission (HHSC) Office of Inspector General (OIG) has received final approval for the revised contract entitled **Health & Human Services Commission Office of Inspector General Agreement with Local Prosecuting Authority**. This contract replaces the agreement that was cancelled by the HHSC-OIG on January 11, 2011.

Our goal is to have this contract in place by June 30, 2011. In order to assist you in meeting this goal, we are providing you a return envelop for mailing.

Please review the enclosed documents and follow these instructions:

- 1) Complete and sign **both** Vendor Information Forms;
- 2) Review and sign **both** original contracts; and
- 3) Obtain approval and signature from your County Judge or Commissioner's Court.

All documents must be legible, complete, and signed using blue ink to avoid processing delays.

Please contact me if you have any questions. Thank you in advance for responding to this request and returning the signed documents in a timely manner.

Respectfully,

A handwritten signature in blue ink, appearing to read "Leslie Kruse".

Leslie Kruse  
Business Operations Contract Manager  
Office of Inspector General  
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Austin, Texas 78758  
512-491-2874  
[Leslie.kruse@hhsc.state.tx.us](mailto:Leslie.kruse@hhsc.state.tx.us)

Enclosures:

Health & Human Services Commission Office of Inspector General Agreement with Local Prosecuting Authority  
Vendor Information Form