(Sent via email through the GovQA system to: 81933-42240994@requests.muckrock.com)

January 8, 2020

Tim Clemans
MuckRock News DEPT MR 81933 411A Highland Ave
Somerville, MA 02144

RE: REQUEST FOR PUBLIC RECORDS RECEIVED 10/21/19

The City is in receipt of your public records request submitted on October 21, 2019, and automatically numbered **C000550-102119.** You were sent a 5-day letter on October 24, 2019, and the City anticipated a response by November 14, 2019.

A summary of you request is as follows:

Type of Record: Other/Unknown
Address or Location: [None provided]
Timeframe: [None provided]
Record(s) Requested: ***(The request below has been formatted to identify the records that you appear to be requesting)***

"To Whom It May Concern:
Pursuant to the Washington Public Records Act, I hereby request the following records: First off phone communications or in person communications with me must be recorded. My phone number is 206-905-6583 and is automatically record inbound and outbound and with auto recording legal warning on inbound and outbound. Some of you have other numbers for me. I won't accept calls from those numbers. Any meetings or phone conferences should include a PRA attorney and the IT person with most knowledge of SQL.

The request is for a:
1. copy of all HR, CAD, RMS, IAPro or similar software, Parking Tickets, Driving citations, J-walking or similar citations, DEMS, 911 Call/radio recorder, Internet logs, Forensics software including tables creating by the SQL software automatically like table of table names and columns.

*A. I demand that the data be copied to the CSV format and redactions be done in either Excel or a text editor replacing redacted content with *R*.*
B. No exemption log is requested/wanted unless the entire request is denied or for trade secrets/proprietary data/copyright exemptions.
C. I demand to review all third party notifications before notifications are done to add more information to the notification.

2. I records request the contracts and data dictionaries for each effected vendor.

A. Washington State Law doesn't allow this request to be denied because it would take time to review and redact.
B. Nor does it allow the agency to claim that copying the data creates a new record. "If any agency translates a record into an alternative electronic format at the request of a requestor, the copy created does not constitute atab new public record for purposes of this chapter. "
C. I demand that IT staff only be used to mass copy the data to CSV files using the most efficient software they already have.

3. I request the written name of each sql server used and the name of each sql access tool owned by the agency or the agency's IT provider.

A. I demand the cheapest IT employee or contactor be used that has the ability to press button on SQL access software.
B. I demand that IT not records officer communicate with this email address about the technical aspects of the request;
C. and that attorney not records officer communicate with this email about the legal aspects of the request.

4. I demand a custom data invoice be provided prior to any data copying except to ensure no data covered by the request is deleted. Vendors should be able to freeze deletion for the time it takes to copy the data.

5. For first installment I demand the table of each table and columns per table: For Microsoft SQL this is the tables sys.objects, sys.columns, sys.types, INFORMATION_SCHEMA.COLUMNS Oracle: ALL_TAB_COLS or DBA_TAB_COLS Mysql: information_schema.columns Postgres: information_schema.columns

6. For second installment I demand 10 oldest rows of each table except ones released in first installment Installments are that I request be coordinated with me with an efficient review/redact/release plan.

We can work together to remove columns from the request and or rows based on Excel queries.
The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter.

I look forward to receiving your response to this request within 5 business days, as the statute requires.
Sincerely,
Tim Clemans"

Request for Clarification No 1. – November 14, 2019.

1. **<u>For the entire request</u>**:

A. The City has interpreted the entire request to be for for Law Enforcement software/programs. If this interpretation is not correct, please clarify your request, as this will allow staff to search for records that you are actually requesting.

2. **For request Line Item #1:**
   A. Are you seeking a copy of the software systems the City referenced in request Line Item #1?

   B. Would you please clarify what you mean by "HR" and the types or records requested.

Please note: the City may have additional Requests for Clarification in the process of locating and reviewing for the records that may be responsive to your request.

As of today January 8, 2020, the City has not received a response to Request for Clarification No. 1 November 14, 2019.

FIRST INSTALLMENT.
The City provided the First Installment of the following records on November 14, 2019:

1. PDF copy of contract # CAG-16-118
2. .zip File Titled: Auto Issue Parking Citation (containing 5 Excel Spreadsheets and one text document)*

***The Excel spreadsheets include redactions of sensitive information, identified by *R* (as you instructed above) in accordance with RCW 42.56.420(4), Security, that states:**

RCW 42.56.420

(4) Information regarding the public and private infrastructure and security of computer and telecommunications networks, consisting of security passwords, security access codes and programs, access codes for secure software applications, security and service recovery plans, security risk assessments, and security test results to the extent that they identify specific system vulnerabilities, and other such information the release of which may increase risk to the confidentiality, integrity, or availability of security, information technology infrastructure, or assets;

You stated within your request (1B above), you did not require/want an Exemption Log. If you would like an Exemption Log, please let me know.

SECOND INSTALLMENT
IT Staff provided the Second Installment of the following records:

1. PDF copy of contract # CAG-98-022-New World
2. .zip File Titled: New World Systems 1 (containing 10 Excel Spreadsheets and one text document)*

***The Excel spreadsheets include redactions of sensitive information, identified by *R* (as you instructed above) in accordance with RCW 42.56.420(4), Security, that states:**

RCW 42.56.420

> (4) Information regarding the public and private infrastructure and security of computer and telecommunications networks, consisting of security passwords, security access codes and programs, access codes for secure software applications, security and service recovery plans, security risk assessments, and security test results to the extent that they identify specific system vulnerabilities, and other such information the release of which may increase risk to the confidentiality, integrity, or availability of security, information technology infrastructure, or assets;

You stated within your request (1B above), you did not require/want an Exemption Log. If you would like an Exemption Log, please let me know.

The records have been made available through the Public Records Center, where the files can be downloaded and saved to your computer system at no charge. Please verify the records have been successfully saved to your computer system. Review of the records for installments must be made within 30 days of notification of availability or the request can be closed.

Please log in to the Public Records Center at the following link to retrieve the appropriate responsive documents. Public Records Request - C000550-102119

THIRD INSTALLMENT.
City staff continues the process of reviewing and processing records that may be responsive to your request. Therefore, pursuant to RCW 42.56.520, the City requires additional time to process your request.

The City anticipates a response to your request by 5:00 p.m. on **February 7, 2020.** If the records become available sooner, you will be contacted.

Thank you.

Sincerely,
Melissa McCain, MMC, CPRO
Assistant Public Records Officer