UTAH STATE LEGISLATURE RECORD REQUEST¹

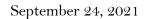
Date: 09/24/2021

Requester Information	Specify the legislative office believed to be the office that
	retains the record(s) being requested:
American Oversight	Utah House of Representatives Utah Senate
Name of individual or entity submitting the record request	Office of the Legislative Auditor General
Emma Lewis	Office of the Legislative Auditor General Office of the Legislative Fiscal Analyst
Name of entity's contact individual, if the request is submitted by an	Office of Legislative Piscal Analyst
entity	Legislative Services (Human Resources, IT, Printing)
1030 15th Street NW, Suite B255	Certifications required for an in-state request
Mailing address of individual or entity submitting record request	1) I certify that:
maning address or individual of childy sublitting fectila fequest	(if this request is submitted by an individual) I live in
Washington DC 20005	Utah or am a legal resident of Utah
City State Zip code	- or -
	(if this request is submitted by an entity) the entity has
records@americanoversight.org	its principal place of business or principal operations in Utah
Email address of individual submitting record request or, if the request is submitted by an entity, email address of the entity's contact individual	2) I also certify that:
By providing an email address, the requester is indicating that the requester is	I am submitting this record request on my own behalf
willing to receive communications by email regarding this record request.	or for the requester entity and not on behalf of an
	individual who does not live in Utah or is not a legal
(202) 919-6303	resident of Utah, or on behalf of an entity that does not
Daytime telephone number of the individual submitting the record	have its principal place of business or principal operations in Utah
request or, if the request is submitted by an entity, daytime telephone number of the contact individual for the entity	(A request without these certifications will be considered to be an out-
handed of the contact individual for the entry	of-state request)
Description of the record(s) being requested (must identify the record(s) with reasonable specificity):	
Please see attached (UT-SEN-21-1313).	
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I am requesting only records ² sent. Treceived, or created from to	
I am requesting only records ² sent, received, or created from to to (Date)	
If you are requesting email or other electronic records, please specify the search terms ³ you would like us to use to identify the	
records you are requesting:	
I request an expedited response based on the following (you must demonstrate that an expedited response benefits the public	
rather than yourself an expedited response request is not automatically granted):	

^{1.} This record request and the legislative office's response to it are governed by Utah Code Title 63G, Chapter 2, Government Records Access and Management Act, and Legislative Management Committee Policy L. Legislative Records.

^{2.} Declining to limit your request to a specific time period may increase the volume of records and the amount of staff time required to identify, segregate, and classify the records, resulting in a higher fee.

^{3.} Declining to identify search terms may increase the volume of records and the amount of staff time required to identify, segregate, and classify records, resulting in a higher fee.





### VIA EMAIL

Senator Stuart Adams, President 3271 E 1875 N Layton, UT 84040 jsadams@le.utah.gov

Jennifer Storie, Secretary of the Senate 350 North State Street, Suite #320 P.O. Box 145115 Salt Lake City, UT 84114 jstorie@le.utah.gov

# Re: Government Records and Access Management Act Request

Dear Senate President Adams and Secretary Storie:

Pursuant to the Utah Government Records Access and Management Act (GRAMA), Utah Code §§ 63G-2-101 et seq., American Oversight makes the following request for records.

# **Requested Records**

American Oversight requests that the office of Senate President Adams produce the following records within ten business days:

All email communications (including complete email chains and email attachments) received by Senate President Adams from ALEC Connect¹ (including, but not limited to, all emails received from any email address ending in candoris.com).

Email messages sent via ALEC Connect may be truncated when displayed on Senate President Adams's email client. If this is the case, it may be necessary to log into ALEC Connect to identify complete copies of the responsive records.

¹ ALEC Connect is the online portal of the American Legislative Exchange Council. As a member of ALEC, Senate President Adams has access to ALEC Connect and its content. *See Convening Ideas Across the States*, State Policy Network, Dec. 5, 2019, <u>https://spn.org/blog/convening-ideas-across-the-states/;</u> Nick Surgey, *Weapons*, *Tobacco Makers, Koch Group Are Among Newest ALEC Members*, Documented, Dec. 2, 2020, <u>https://documented.net/2020/11/weapons-tobacco-makers-koch-groupare-among-newest-alec-members/.</u>

Please do not limit your search to government-issued email accounts. We request the production of any emails, whether on government-issued or personal accounts, received from ALEC Connect.

Please provide all responsive records from August 1, 2019, through the date the search is conducted.

#### Guidance Regarding the Search & Processing of Requested Records

In connection with its request for records, American Oversight provides the following guidance regarding the scope of the records sought and the search and processing of records:

- Please search all locations and systems likely to have responsive records, regardless of format, medium, or physical characteristics. For instance, if the request seeks "communications," please search all locations likely to contain communications, including relevant hard-copy files, correspondence files, appropriate locations on hard drives and shared drives, emails, text messages or other direct messaging systems (such as iMessage, WhatsApp, Signal, or Twitter direct messages), voicemail messages, instant messaging systems such as Lync or ICQ, and shared messages systems such as Slack.
- In conducting your search, please understand the terms "record," "document," and "information" in their broadest sense, to include any written, typed, recorded, graphic, printed, or audio material of any kind. We seek records of any kind, including electronic records, audiotapes, videotapes, and photographs, as well as letters, emails, facsimiles, telephone messages, voice mail messages and transcripts, notes, or minutes of any meetings, telephone conversations or discussions.
- Our request for records includes any attachments to those records or other materials enclosed with those records when they were previously transmitted. To the extent that an email is responsive to our request, our request includes all prior messages sent or received in that email chain, as well as any attachments to the email.
- Please search all relevant records or systems containing records regarding agency business. Do not exclude records regarding agency business contained in files, email accounts, or devices in the personal custody of your officials, such as personal email accounts or text messages.
- In the event some portions of the requested records are properly exempt from disclosure, please disclose any reasonably segregable non-exempt portions of the requested records. If a request is denied in whole, please state specifically why it is not reasonable to segregate portions of the record for release.
- Please take appropriate steps to ensure that records responsive to this request are not deleted by the agency before the completion of processing for this

request. If records potentially responsive to this request are likely to be located on systems where they are subject to potential deletion, including on a scheduled basis, please take steps to prevent that deletion, including, as appropriate, by instituting a litigation hold on those records.

#### **Conclusion**

If you have any questions regarding how to construe this request for records or believe that further discussions regarding search and processing would facilitate a more efficient production of records of interest to American Oversight, please do not hesitate to contact American Oversight to discuss this request. American Oversight welcomes an opportunity to discuss its request with you before you undertake your search or incur search or duplication costs. By working together at the outset, American Oversight and your agency can decrease the likelihood of costly and time-consuming litigation in the future.

Where possible, please provide responsive material in an electronic format by email. Alternatively, please provide responsive material in native format or in PDF format on a USB drive. Please send any responsive material being sent by mail to American Oversight, 1030 15th Street NW, Suite B255, Washington, DC 20005. If it will accelerate release of responsive records to American Oversight, please also provide responsive material on a rolling basis.

We share a common mission to promote transparency in government. American Oversight uses the information gathered, and its analysis of it, to educate the public through reports, press releases, or other media. American Oversight also makes materials it gathers available on its public website and promotes their availability on social media platforms, such as Facebook and Twitter.² American Oversight looks forward to working with your agency on this request. If you do not understand any part of this request, please contact Emma Lewis at <u>records@americanoversight.org</u> or (202) 919-6303. Also, if American Oversight's request for a fee waiver is not granted in full, please contact us immediately upon making such a determination.

Sincerely,

<u>/s/ Emma Lewis</u>

Emma Lewis on behalf of American Oversight

² American Oversight currently has approximately 15,630 page likes on Facebook and 108,100 followers on Twitter. American Oversight, Facebook, <u>https://www.facebook.com/weareoversight/</u> (last visited Sept. 8, 2021); American Oversight (@weareoversight), Twitter, <u>https://twitter.com/weareoversight</u> (last visited Sept. 8, 2021).