



Sunshine Process Updates

Open Meetings and Records – Sunshine Law

12/05/23

Special Committee for Legal Review





Sunshine Request Total by Month (2023)

Required to respond within 3 days. Added personal response to fulfill or provide cost/time estimate to auto generated response.

• Jan: 372

• Feb: 350

• Mar: 384

• April: 310

• May: 331

• June: 375

• July: 308

• Aug: 380

• Sept: 291

• Oct: 319

• Nov: 340

Dec: TBD



Investing in Staffing

- Records Request Commissioner: Caniece Dameron
 - Senior AA hiring in process
- Quarterly trainings with Departmental Liaisons
- Monthly Reporting to Directors
- Collaboration with Records Retention in General Services



Improving Processes

- GovQA Updates and improvements
 - Fire/EMS Billing rerouting in progress
- Closing Non-Responsive and/or Duplicate Reports
- Maintaining Public Archive: <u>bit.ly/sunshinearchive</u>



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