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October 30, 2014

County of Essex OPRA Office
Halls of Records, Room 514-A
465 Dr. Martin Luther King, Jr. Blvd.
Newark, New Jersey 07102

Re: OPRA Request

Dear Records Custodian:

This is a request for information pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., and the common law right of citizens of the state to obtain access to public documents. South Jersey Publishing Co. v. New Jersey Expressway Auth., 124 N.J. 478, 487-89 (1991). Please note that this letter contains the statutory requirements for a written OPRA request and I am not required to fill out an official form. Renna v. County of Union, 407 N.J. Super. 230 (App. Div. May 21, 2009).

This request primarily seeks correspondence regarding government management of the Ebola virus disease (EVD). Please provide copies of the following records made, maintained, kept on file, or received from September 1, 2014, to the present:

1. Correspondence, including email, regarding the development of policies regarding the monitoring and management of EVD, including correspondence to and/or from state agencies or members of the Ebola Virus Disease Joint Response Team (EVD-JRT).
2. Correspondence, including email, regarding to the implementation of policies regarding the monitoring and management of the EVD, including correspondence to and/or from state agencies or members of the EVD-JRT.


If you determine that any portion of the requested materials are exempt from release, please redact only that which you believe is exempt and provide the remaining, non-exempt portions. See N.J.S.A. 47:1A-5(g). Also, please send us the required index detailing the specific exemptions that justify each redaction or withheld document. See Paff v. NJ. Dep't of Labor, 392 N.J. Super. 334, 341 (App. Div. 2007).

I ask that you send these records to me as PDF files by e-mail, which ordinarily are free of charge pursuant to OPRA. See N.J.S.A. 47:1A-5(b). If the cost of copies for this request does not exceed \$25, proceed without further approval and send an invoice with the records.

Otherwise, if you feel that unusual circumstances warrant an additional special charge for providing the particular items in my request, please advise me of the costs beforehand so that we can discuss arrangements.

Thank you for your attention to this matter and for your assistance. If you have any questions, please feel free to contact me at 973-854-1715 or jlocicero@aclu-nj.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeanne LoCicero". The signature is fluid and cursive, with the first name "Jeanne" written in a larger, more prominent script than the last name "LoCicero".

Jeanne LoCicero
Deputy Legal Director