Public Records Requests
2015 Year in Review

TriMet Board Briefing
February 24, 2016
Public Records Requests ("PRRs")

- Improve PRR Process
- Incorporate electronic methods
Request for Inspection of Public Records

Submit the form below to inspect or receive a copy of a TriMet record.

All requests must be authorized by TriMet’s Legal Department. TriMet may request additional information or clarification from the requestor if necessary to expedite TriMet’s response to the request.

Inspection of public records: Public records are available for inspection weekdays, between the hours of 10 a.m. and 4 p.m., excluding observed holidays. No person examining records may remove them from TriMet or write on them, fold them, or otherwise alter their appearance.

Public records fees:
View the list of fees TriMet is authorized to charge under public records law.

I am interested in:
- Inspecting a copy of the following TriMet records
- Obtaining a copy of the following TriMet records

Requested records
Please identify the requested records as specifically as possible.

Download request form
If you prefer, you may download a PDF of the request form and submit it via email, postal mail or fax.
# Public Records Request Log

Click on your name below to see the description of your request.

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Company</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/2/16</td>
<td>Charles MacBean</td>
<td>n/a</td>
<td>Requesting / Reviewing Records</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Looking for information to assist in a car</td>
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<td></td>
<td></td>
<td></td>
<td>accident claim investigation. Accident</td>
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<td></td>
<td></td>
<td></td>
<td>occurred on 12/11/15 in the Gateway Transit</td>
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<td></td>
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<td>Center parking garage at the North entrance</td>
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<td></td>
<td></td>
<td>around 6:00pm. Vehicle 1 backed into</td>
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<td></td>
<td></td>
<td>vehicle 2 (2015 Subaru Legacy). Specifically</td>
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<td></td>
<td></td>
<td></td>
<td>would like video footage or photos showing</td>
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<td></td>
<td></td>
<td></td>
<td>the license plate number of vehicle 1.</td>
</tr>
<tr>
<td>2/1/16</td>
<td>Talia Y. Stoessel</td>
<td>Bennett Hartman Morris &amp; Kaplan</td>
<td>Requesting / Reviewing Records</td>
</tr>
<tr>
<td>2/1/16</td>
<td>Christine S Mascal</td>
<td>Mascal Law Office</td>
<td>Requesting / Reviewing Records</td>
</tr>
<tr>
<td>2/1/16</td>
<td>Marti</td>
<td>n/a</td>
<td>Requesting / Reviewing Records</td>
</tr>
<tr>
<td>1/29/16</td>
<td>Kris Isaacson</td>
<td>Shari's Management Corporation</td>
<td>Completed</td>
</tr>
<tr>
<td>1/28/16</td>
<td>Judy Watts</td>
<td>COIC</td>
<td>Completed</td>
</tr>
<tr>
<td>1/27/16</td>
<td>Dayna Bina</td>
<td>Commercial Realty Advisors NW</td>
<td>Completed</td>
</tr>
<tr>
<td>1/26/16</td>
<td>Rebekah Alexander</td>
<td>n/a</td>
<td>Completed</td>
</tr>
</tbody>
</table>
Number of PRRs Received Per Year

- 2012: 497
- 2013: 615
- 2014: 600
- 2015: 609
2015 PRRs (Other Agencies)

- TriMet: 609
- ODOT: 428
- Port of Portland: 230
- Metro: 113
- PDC: 55
- Lane Transit: 22

*Metro statistics for FY14-15*
2015 PRRs (By Category)

- General: 51%
- Litigation & Claims: 26%
- Contracts: 12%
- Media: 10%
- Union: 1%
Acknowledgments

I would like to extend my thanks to the representatives of various institutions who provided helpful details, cups of tea, inspiring enthusiasm, and consistent graciousness: Chris Middleton at TriMet, Cris Paschil at PSU, Becky Shoemaker at Metro, and everyone at the Oregon Historical Society.
Video Requests

- About 1 in 5 requests (22.5%)
- Not related to claims or litigation
Acknowledgement of Requests in 2015

- “As soon as practicable and without unreasonable delay”
- PRRs Acknowledged within 3 business days = 98%
Records Provided; Completed and Closed (393; 64.5%)

- Requester Non-Responsive or Declined (91; 15%)
- Requested Records Exempt from Disclosure (30; 5%)
- No Responsive Records Available (85; 14%)
- Closed, Other (10; 1.5%)
Fees

- "Actual Cost" may be recovered
- Automatic fee waiver implemented in September 2012
- Over half of completed requests provided free of charge in 2015

Records Provided (Completed and Closed)

Charge
182; 46%

No Charge
211; 54%
Records Provided in 2015 (By Number of Days)

- Same Day: 63 (16%)
- 2-3 Business Days: 109 (28%)
- 4-7 Business Days: 69 (17%)
- 8-10 Business Days: 46 (12%)
- 11+ Business Days: 106 (27%)
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Records Provided 11+ Days

- Payment: 38
- Vague / Non-Responsive: 23
- Complex Requests: 22
- Internal: 15
- Timing: 8

“Court recounts incarsaratoon time, etc."
“Katrisha Newton new Jersey new York.”
In Conclusion...
Questions?

Public Records Requests:
Ph: 503-962-6482 | Fax: 503-962-3095
recordsrequest@trimet.org
http://trimet.org/about/accountability.htm#publicrecords