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Public Record Requests

City of Lake Stevens

Request Visibility:  Unpublished

Request 24-942 Closed



Dates

Received


June 12, 2024 via web

Requester

 Heather Kelly

 pnwresearch24@gmail.com

 100 NW 79th St., Seattle, WA, 98111-2728

 4155161201

Invoices

No invoices due

Staff assigned

Departments

Police

Point of contact

Brittany Ryan

Request

Under the Washington Public Records Act, §42.56 et seq., I am requesting any/all of the following records from the Lake Stevens Police Department:

- 1) A list of all vehicle pursuit incidents that your agency was involved in from 2019 through 2023, as a line-level data extract from your records management system (RMS), including incident date, report number, and any/all other RMS data fields that are not required to be redacted by law;
- 2) Policy manuals, rules, and regulations for your agency relating to vehicle pursuits, including record-keeping and data collection on pursuits, that were in effect between 2019 and 2023;
- 3) Summaries of vehicle pursuit data...

[Show more](#)

Timeline

Documents

 **Request closed** 

Public

All records have been released, and your request has been fulfilled

July 11, 2024, 8:28am by Staff

 **Message to requester** 

Requester + Staff

Dear Heather:

The Lake Stevens Police Department received your

request on 6/12/24 for information regarding pursuits.

On 6/17/24 – we provided OPS reviews reports as

responsive to request #3

On 7/9/24 – we provided our pursuit review report from IAPro, our review RMS system as responsive to request #1

The City has been in the process of locating, reviewing and processing records that may be responsive to your request #2, and at this time provides the **third** installment to your request, consisting of: **Pursuit Policies from 2019-2024**

· **Instead of receiving every policy released during the requested timeframe, on 6/17/24 you clarified to only wanting the first released policy of the year and the policy as it was mid-year.**

Attached you will find all responsive policies with

the redactions or exemptions made listed on the last page of the

document.

The

City of Lake Stevens has now fulfilled your request for public

records. According to our records, the city provided you copies of

all available records that are responsive to your request. If there is additional information you would like or would like to discuss we have provided further, please contact our office.

The City now considers your request as closed, and therefore does not intend to further address the request. Any actions to seek judicial review of the City's response to your request must be filed within one year of this notice in accordance with RCW 42.56.550.

If you believe that additional responsive records

have not been provided or if have any questions, you may contact office at 425

622-9401 or by email at pdrecords@lakestevenswa.gov within 30

days of this message.

Sincerely,

Julie Ubert

Administrative Manager

Lake Stevens Police

July 11, 2024, 8:27am by Staff



Document(s) released to requester

Requester + Staff

Pursuit Policy
RELEASE_20220615_T113808.pdf
Pursuit Policy
RELEASE_20220106_T072434.pdf
Pursuit Policy

RELEASE_20190916_T121622.pdf

Pursuit Policy

RELEASE_20200706_T103131.pdf

Pursuit Policy

RELEASE_20210225_T043655.pdf

Pursuit Policy

RELEASE_20230131_T160339.pdf

Pursuit Policy

RELEASE_20200121_T082132.pdf

Pursuit Policy

RELEASE_20240117_T095601.pdf

Pursuit Policy

RELEASE_20240606_T133139.pdf

Pursuit Policy

RELEASE_20210629_T060603.pdf

Pursuit Policy

RELEASE_20190220_T051325.pdf

Pursuit Policy

RELEASE_20230605_T180904.pdf

July 11, 2024, 8:27am by Staff



Message to requester



Requester + Staff

Dear Heather:

The Lake Stevens Police Department received your request for pursuit data.

The City has been in the process of locating, reviewing and processing records that may be responsive to your request, and at this time provides the second installment to your request, consisting of: **a pursuit review report from IAPro (internal review RMS) as responsive to item #1. Please review this report and let me know if this satisfies your request or if there is more information about these you wish to receive.**

The City continues to be in the process of locating, reviewing and processing records that may be responsive to your request. We are working on pulling the policies in item #2 in 6 month increments as clarified.

If have any questions, you may contact office at 425 622-9401 or by email at pdrecords@lakestevenswa.gov.

Sincerely,

Records Division

Lake Stevens Police Department

July 9, 2024, 9:51am by Staff



Document(s) released to requester

Requester + Staff

PDR 24-42 Vehicle Pursuits review.pdf

July 9, 2024, 9:51am by Staff



Message to requester



Requester + Staff

Hello,

The City is and has been in the process of locating, reviewing and processing the records responsive to your request. Pursuant to RCW 42.56.520 the City requires additional time to process your request.

The City anticipates a response to your request by **July 19, 2024**.

If you have any questions, please contact our office at 425-622-9401 during normal business hours.

Sincerely,

Records Division

Lake Stevens Police

July 5, 2024, 3:41pm by Staff



Message from requester



Requester + Staff

Hello!

Thanks so much for your update and question. I think your suggestion makes sense - to provide all pursuit-related policies at specific points in time rather than all 142 versions of the manual. But is there a reason you're suggesting Jan. 1 and Dec. 31? Are the policies automatically updated when the calendar year changes?

My thought is that I'd like the policies in 6-month increments, so perhaps Jan. 1 and July 1? Let me know if that works for you or if you have another suggestion, since you know whether there's a regular point in the year when the policies are revised.

Best,

Heather

June 17, 2024, 3:49pm by the requester



Message to requester



Requester + Staff

Dear Ms. Kelly,

The city received your request for public records on June 12, 2024, for several items regarding pursuits.

At this time, we are providing a first installment and seeking clarification. It is critical for our search process that we are given guidance from you on what records are desired.

2) Policy manuals, rules, and regulations for your agency relating to vehicle pursuits, including record-keeping and data collection on pursuits, that were in effect between 2019 and 2023;

Since 2019 we have made various updates and released our policy manual 142 times. The system does not keep track of which policies

within the manual were updated for the different releases.

Are you wanting to receive 142 versions of the manual or the pursuit policy for January 1 and December 31 of each year (2019 through 2023) for comparison?

3) Summaries of vehicle pursuit data for your agency, such as what may be contained in internal and/or external publications (annual reports, newsletters, presentations to government officials, etc.) produced between 2019 through 2023.

Our OPS Review Packets are being provided to you covering the years 2019-2023 with no exemptions or redactions taken.

We request you respond to our request for clarification by **June 20, 2024**, so we may best direct our search efforts.

The city is still in the process of locating, reviewing and processing records that may be responsive to your request. Pursuant to RCW 42.56.520 the city requires additional time to process your request.

We anticipate second installment by **Friday, July 5th.**

If you have any questions, please contact our office at 425-622-9401 during normal business hours or by responding to this email.

Sincerely,

Records Division

June 17, 2024, 7:26am by Staff



Document(s) released to requester

Requester + Staff

2019_2021 OPS Review.pdf

2021_2023 OPS Review.pdf

2020_2022 OPS Review.pdf

June 17, 2024, 7:26am by Staff



Message to requester



Requester + Staff

The City received your request for public records today and will respond as required by RCW 42.56.520, within five business days.

In calculating the five business days, the following are not counted: the day the City receives the request, Saturdays, Sundays and holidays. RCW 1.12.040. See also WAC 44-14-03006. If the request is received by the City after City business hours, the request shall be deemed to have been received by the City on the next business day.

A response may be (a) providing the records, (b) providing a link to records available on line, (c) providing a reasonable estimated date of when the records will be available, (d) requesting clarification, or (e) denial of the request.

June 12, 2024, 11:19am



Department assignment

Public

Police

June 12, 2024, 11:19am by the requester



Request opened

Public

Request received via web

June 12, 2024, 11:19am by the requester

