



# Pacific County

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## PUBLIC RECORDS CENTER

08/16/2024

Heather Kelly  
hejokelly@gmail.com

RE: Request for Records - P012934-072624 – 2nd Installment Letter

Pacific County received your Request for Records on 7/26/2024 regarding: ""Under the Washington Public Records Act, §42.56 et seq., I am requesting the following public records from the Pacific County Sheriff's Office (PCSO): - Any and all policy manual(s) in effect between 2015 and 2023. - Annual reports from 2015 through 2023. (Not Custody/Corrections, just PCSO) This information is not being sought for commercial purposes. The Washington Public Records Act requires a response to this request be made within five (5) business days. If access to the records I am requesting will take longer than this amount of time, please contact me with information about when I might expect copies or the ability to inspect the requested records. If you deny part or all of my request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law. Thank you for processing my request."

Pacific County has compiled the records for the **second** installment of responsive records under **this** request number (as you requested your abandoned request be reopened and we did so under this new request number).

Please note, the release versions prior to these provided ones have already been provided in (and are available in) your previous request P012202-020124 (which was closed as abandoned due to inactivity).

The records have been made available for download from the Public Records Center in the files:

**RELEASE\_20210716\_T172014\_R.pdf**

**RELEASE\_20210921\_T063811-R.pdf**

As per RCW 42.56.120 "If an installment of a records request is not claimed or reviewed, the agency is not obligated to fulfill the balance of the request." We will consider this request abandoned and close this matter if the 1<sup>st</sup> installment is not viewed by **9/1/2024** or this installment is not viewed/claimed within 30 days from the date of this letter (9/16/2024).

We are providing these records to you at no cost because they are being provided electronically through the Public Records Center and the number of electronic records falls below our threshold for charging.

Please be advised that payment may be requested at a later date if you desire the records in a different format, or the total number of responsive records rises above our threshold for charging. Pacific County will notify you if payment will be required for the remainder of this request.

Pacific County will continue to make every reasonable effort to respond as promptly as possible to the remainder of your request. We anticipate providing the next installment by 8/30/2024. Please do not hesitate to contact me if you would like to further clarify your request, or have any questions.



# *Pacific County*

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## **PUBLIC RECORDS CENTER**

Thank you and if you have any questions, please feel free to contact me.

Sincerely,

PACIFIC COUNTY  
PUBLIC RECORDS CENTER

A handwritten signature in blue ink, appearing to read 'Katie Driggers', is positioned below the typed name.

Katie Driggers  
Public Records Coordinator  
[kdriggers@co.pacific.wa.us](mailto:kdriggers@co.pacific.wa.us)

Available for Download: Installment #2