#### City of Duvall, WA

**Request Visibility:** 

Published

# Request 24-60 > Open





#### **Dates**

#### Received

June 11, 2024 via web

#### Requester

A Heather Kelly

pnwresearch24@gmail.com

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

**分** 4155161201

### Additional information

**Preferred Pronouns (Optional)** 

No data entered

Preferred Method of Delivery of Records

No data entered

#### **Invoices**

No invoices due

### Staff assigned

## Request

Under the Washington Public Records Act, §42.56 et seq., I am writing to request any/all of the following records from the Duvall 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 recordkeeping and data collection on pursuits, that were in effect between 2019 and 2023:
- 3) Summaries of vehicle pursuit dat...

Show more

### **Timeline**

#### **Documents**





Requester + Staff

Hi Courtney,

Thanks for the additional policies! I think we got our wires crossed about the data. On 7/19 I asked if you could provide a spreadsheet of vehicle pursuits, and I've been waiting for that to review and know if/whether we

#### **Departments**

**Duvall Police Department** 

#### Point of contact

**Courtney Lewis** 

need the actual incident reports. But now I'm wondering if the vehicle pursuit list you sent on 7/24 was provided in response to my spreadsheet request. Are you still working on a spreadsheet, or should I be looking at the list?

Thanks, and sorry for the confusion.

Best,

Heather

September 4, 2024, 9:52am by Heather Kelly



#### **☑** Message to requester ^



Requester + Staff

Hello,

I want to provide an update regarding your request.

We are experiencing an influx of requests, which some of them requiring more than one installment. Unfortunately, this alongside our current staffing levels is estimated to delay the time that your request is fulfilled. We are working diligently and efficiently as possible to provide the records you seek in a timely manner. We apologize for any inconvenience this has caused.

Thank you for your understanding and patience!

Courtney Lewis, Confidential Records Administrator

**Duvall Police Department** 

August 20, 2024, 4:13pm by Staff



## **☑** Message to requester



Requester + Staff

Hello!

Just checking in again to see how you would like to proceed, here is the last reply I sent to you:

Our case management system is called Spillman. We share it with Redmond

Police Department, so they actually provided the list for me (Spillman has a lot of features I'm not entirely familiar with yet) so I'm not 100% sure how they searched for "vehicle pursuit" in the narrative.

I could do that! I will say though, I will have to review every case to make sure no redactions need to be made, then I can release them. Therefore it will take a significant amount of time to carefully review all of the 34 cases. Just want to make you aware!

August 1, 2024, 9:57am by Staff



#### 



Requester + Staff

Installment #2 of records responding to your request is ready to be released.

Our policy and procedures manual is available for the public to review at their leisure, therefore we will not be sending an invoice for those records. I have uploaded the specific policies you were seeking for your convenience.

Once the other responsive records to your request are available, an invoice will need to be paid in full before the records are released.

You may reach out to us by e-mailing us through the portal or by calling 425.788.1185. You may also contact the Police Department at 425.788.1519. Please include your public records request number in any written correspondence so we can address your query more promptly.

Thank you,

Courtney Lewis, Confidential Records Administrator

**Duvall Police Department** 

July 29, 2024, 2:31pm by Staff

#### Document(s) released ^



**Public** 

Duvall Police Deparmtent Policy 4-17-2023.pdf Duvall Police Deparmtent Policy 4-18-2023.pdf Duvall Police Department Policy 5-09-2023.pdf Duvall Police Deparmtent Policy 5-30-2023.pdf Duvall Police Deparmtent Policy 7-24-2023.pdf Duvall Police Deparmtent Policy 6-15-2023.pdf Duvall Police Deparmtent Policy 6-06-2023.pdf Duvall Police Deparmtent Policy 9-15-2023.pdf Duvall Police Deparmtent Policy 9-14-2023.pdf Duvall Police Deparmtent Policy 10-3-2023.pdf

July 29, 2024, 2:30pm by Staff

# **☑** Message to requester



Vehicle Pursuit Policy for 2023 is 307. The page numbers vary since the policy is updated occasionally.

July 29, 2024, 2:30pm by Staff

#### Document(s) released ^



Public

Duvall Police Deparmtent Policy 7-16-2021 (2).pdf

Duvall Police Deparmtent Policy 7-16-2021.pdf Duvall Police Deparmtent Policy 8-16-2021.pdf Duvall Police Deparmtent Policy 12-02-2021.pdf Duvall Police Deparmtent Policy 8-12-2021.pdf Duvall Police Deparmtent Policy 3-30-2022.pdf Duvall Police Deparmtent Policy 6-07-2022.pdf Duvall Police Deparmtent Policy 4-27-2022.pdf Duvall Police Deparmtent Policy 11-08-2022.pdf Duvall Police Deparmtent Policy 08-11-2022.pdf Duvall Police Deparmtent Policy 12-05-2022.pdf Duvall Police Deparmtent Policy 12-1-2022.pdf Duvall Police Deparmtent Policy 5-02-2022.pdf

July 29, 2024, 2:29pm by Staff

## **☑** Message to requester



Requester + Staff

Vehicle Pursuit Policy for 2021 and 2022 is 307. The page numbers vary since the policy is updated occasionally.

### **☑** Message to requester **△**



Requester + Staff

Hello!

Our case management system is called Spillman. We share it with Redmond Police Department, so they actually provided the list for me (Spillman has a lot of features I'm not entirely familiar with yet) so I'm not 100% sure how they searched for "vehicle pursuit" in the narrative.

I could do that! I will say though, I will have to review every case to make sure no redactions need to be made, then I can release them. Therefore it will take a significant amount of time to carefully review all of the 34 cases. Just want to make you aware!

Let me know how you would like me to proceed.

July 29, 2024, 1:52pm by Staff



# **☑** Message from requester ∧



Requester + Staff

Hi again!

Sorry to send two messages back-toback, but I realized I do have a preliminary question about the pursuit list you sent along. You mentioned that these are the cases where the term "vehicle pursuit" showed up in the narrative. Can you share a little more about your database search? I'm curious to know what RMS system you're using that allows that kind of search (it seems like such a useful feature!). My other question is whether there is a way to print out those narratives and provide them too.

Thanks so much,

#### Heather

July 25, 2024, 2:41pm by Heather Kelly

# ☑ Message from requester ^



Requester + Staff

Hello!

We are still looking through what was sent, but I didn't want to leave you waiting for a response so I'm just sending an update. I should be able to confirm by the middle of next week. Thanks so much for your help so far!

Best,

Heather

July 25, 2024, 2:31pm by Heather Kelly

## Document(s) released to requester

Requester + Staff

Pursuit List 2019 - 2023.pdf

July 24, 2024, 9:07am by Staff

# **☑** Message to requester



Requester + Staff

Good Morning,

This is a list of calls from 2019 - 2023 (it starts at 2015 and goes until 2024, I wasn't able to crop the list!) with "vehicle pursuit" written in the narrative. All of these are within Duvall City Limits. Redmond Police Department takes/dispatches our 911 calls and shares a case management system with us, so that is why you will see Redmond Police Department at the top.

Let me know if this is ok!

July 24, 2024, 9:07am by Staff





Will do! I will find and upload all our previous policies starting in 2019.

I appreciate your patience, we are a bit understaffed and I am addressing all the requests bit by bit as best I can!

Let me know if you have any questions.

July 23, 2024, 8:32am by Staff

# 



Requester + Staff

Hi again,

I just downloaded the files you provided. Thank you! I am wondering if you keep copies of prior versions of these policies. We are looking for all versions dating back to the beginning of 2019.

Best,

Heather

July 19, 2024, 3:59pm by Heather Kelly

# **☑** Message from requester ^



Requester + Staff

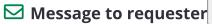
Hello Courtney,

Thanks for asking! A spreadsheet with all available data would be wonderful. Once we have it, we can review to make sure it contains what we need. If not, we will follow up to ask for the reports. Does that work?

Best,

Heather

July 19, 2024, 3:53pm by Heather Kelly





Requester + Staff

Good Morning,

I am reaching out again to request some clarification on a couple of things.

I have the compiled the list of every case in our RMS that has "vehicle pursuit" in the narrative of the report from 2019-2023. Just so we are on the same page, are you wanting the cases in their entirety (case reports, all supplemental paperwork, etc.) or just a spreadsheet of the case number and date of the cases that involve vehicle pursuits?

Thank you for your patience!

Courtney Lewis, Confidential Records Administrator

**Duvall Police Department** 

July 19, 2024, 9:22am by Staff

# 

Requester + Staff

Installment # 1 of records responding to your request is ready to be released.

Our policy and procedures manual is available for the public to review at their leisure, therefore we will not be sending an invoice for those records. I have uploaded the specific policies you were seeking for your convenience.

Once the other responsive records to your request are available, an invoice will need to be paid in full before the records are released.

You may reach out to us by e-mailing us through the portal or by calling 425.788.1185. You may also contact the Police Department at

425.788.1519. Please include your public records request number in any written correspondence so we can address your query more promptly.

Thank you,

Courtney Lewis, Confidential Records Administrator

**Duvall Police Department** 

July 16, 2024, 3:02pm by Staff

### **☑** Message to requester ^



Requester + Staff

Vehicle pursuits policy and procedures.

July 16, 2024, 2:51pm by Staff

### Document(s) released

Public

Vehicle Pursuits Policy.pdf Performance History Audits Policy.pdf

July 16, 2024, 2:51pm by Staff

## Document(s) released to requester

Requester + Staff

Vehicle Pursuits Policy.pdf Performance History Audits Policy.pdf

July 16, 2024, 2:42pm by Staff

#### 



Requester + Staff

Installment # 1 of records responding to your request is ready to be released.

The fees associated with this installment are available for you to review on the invoice you will find on the portal. Once the open balance in your invoice is paid in full, we will receive notification of it and will proceed to release your records so you can review them and download them accordingly.

If you have any questions about our fees or our fee schedule, please review our 2024 Fee Schedule (HERE)

You may pay using your credit or debit card using the public records request portal or by check or cash. If you want to pay by check, you may send your payment to:

City Clerk

#### **City of Duvall**

PO Box 1300

**Duvall, WA 98019** 

You may also bring a check in person to City Hall. Cash will only be accepted in person at City Hall, 15535 Main Street, NE; Duvall, WA 98019. **DO NOT MAIL CASH BY MAIL**. The City of Duvall and its staff, agents, officers, or representatives will not be responsible for any monies sent by mail that may be lost in transit.

You have thirty calendar days to claim, pay for, or review the records responsive to your request. If you do not claim, pay for, or review the records we provide within the allotted period, we will consider your request abandoned and close the request. Accordingly, the City of Duvall will then consider the response obligation relative to your request as fulfilled.

You may reach out to us by e-mailing us through the portal or by calling 425.788.1185. You may also contact the Police Department at

425.788.1519. Please include your public records request number in any written correspondence so we can address your query more promptly.

Thank you,

Courtney Lewis, Confidential Records Administrator

**Duvall Police Department** 

July 16, 2024, 2:42pm by Staff

## 



Requester + Staff

Good Afternoon Heather,

We are working to provide you with the responsive records pertaining to your request. I unfortunately need to extend the anticipated fulfillment date for a second time due to the volume of the request and wanted to make you aware.

The cases from 2019 - 2023 with the terms "vehicle pursuits" is proving to be more lengthy than initially anticipated, and I want to get the records to you as soon as possible. Are there specific call types you are looking for that contain vehicle pursuits? Or more specific search terms to narrow the search?

Thank you,

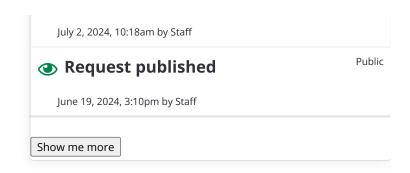
Courtney Lewis, Confidential Records Administrator

**Duvall Police Department** 

July 15, 2024, 4:26pm by Staff



Public



**FAQs Help Privacy Terms City of Duvall** 

