

FOIA REQUEST SUMMARY May, 2016

DATE	REQUESTOR	NATURE OF REQUEST	DATE RESPONSE COMPLETED	TIME TO COMPLETE REQUEST
4/27/16 DUE 5/4/16	Cal Skinner	Under the FOIA I request copies of the pages of Clint Gabbard's calendar for days when he met with potential donors.	5/3/16	1 HOUR
5/3/16 DUE 5/10/16	James Page	I am requesting a copy of any discipline or investigation including notes and transcriptions for former campus police officer _____. I was informed a female supervisor/worker in the fitness center filed a sexual harassment complaint against your former Campus Public Safety Officer _____. Also any other disciplinary actions or investigations into Officer _____ while employed by McHenry County College.	5/10/16 – no responsive documents	1.29 HOURS
5/19/16 DUE 6/17/16 (comm'l request)	Gabriella Lauricella SMART PROCURE	<p>SmartProcure is submitting a commercial FOIA request to the McHenry County College for any and all electronic purchasing records from 2016-01-28 to current. The request is limited to readily available records without copying, scanning or printing.</p> <p>The specific information requested from your record keeping system is:</p> <ol style="list-style-type: none"> 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address 7. What is the beginning of your fiscal year? <p>Although not a requirement for fulfillment, the attached document may be helpful as a reference to fulfill this request if the McHenry County College stores the records using any of the pre-programmed software reports. Any editable electronic medium is acceptable.</p>	5/20/16	.52 HOURS