



August 29, 2023

**VIA EMAIL**

Office of the Governor  
Iowa State Capitol  
1007 East Grand Avenue  
Des Moines, IA 50319  
[records@governor.iowa.gov](mailto:records@governor.iowa.gov)

**Re: Public Records Request**

Dear Custodian of Public Records:

Pursuant to the Iowa Public Records Law, Iowa Code, Ch. 22, American Oversight makes the following request for records.

**Requested Records**

American Oversight requests that your office produce the following records promptly, or as soon as feasible:

All email communications (including emails, email attachments, complete email chains, calendar invitations, and calendar invitation attachments) sent by the Office of the Governor officials listed in Column A, below, to the Iowa Board of Medicine officials listed in Column B, below (including, but not limited to, at the suggested email addresses):

<b>Column A: Office of the Governor Officials</b>	<b>Column B: Iowa Board of Medicine Officials</b>
<ol style="list-style-type: none"> <li>1. Kim Reynolds, Governor</li> <li>2. Taryn Frideres, Chief of Staff</li> <li>3. Molly Severn, Deputy Chief of Staff and Legislative Liaison</li> <li>4. Clare Kelly, Health Care Policy Advisor</li> <li>5. Annie Hayes, Executive Assistant</li> <li>6. Ryan Capps, Senior Advisor</li> </ol>	<ol style="list-style-type: none"> <li>1. Joyce Vista-Wayne (<a href="mailto:joyce.vista-wayne@iowa.gov">joyce.vista-wayne@iowa.gov</a>)</li> <li>2. Patricia Fasbender (<a href="mailto:patricia.fasbender@iowa.gov">patricia.fasbender@iowa.gov</a>)</li> <li>3. Chad Stadvold (<a href="mailto:chad.stadvold@iowa.gov">chad.stadvold@iowa.gov</a>)</li> <li>4. Eugene Cherny (<a href="mailto:eugene.cherny@iowa.gov">eugene.cherny@iowa.gov</a>)</li> <li>5. Robert Donnelly (<a href="mailto:robert.donnelly@iowa.gov">robert.donnelly@iowa.gov</a>)</li> <li>6. Jason Meyers (<a href="mailto:jason.meyers@iowa.gov">jason.meyers@iowa.gov</a>)</li> <li>7. Rose Kleyweg Mitchell (<a href="mailto:rose.mitchell@iowa.gov">rose.mitchell@iowa.gov</a>)</li> <li>8. Vickie Pyevich (<a href="mailto:vickie.pyevich@iowa.gov">vickie.pyevich@iowa.gov</a>)</li> </ol>



In an effort to accommodate your office and reduce the number of potentially responsive records to be processed and produced, American Oversight has limited its request to emails sent by the specified officials in the Office of the Governor. To be clear, however, American Oversight still requests that complete email chains be produced, displaying both sent and received messages. This means, for example, that both a Governor's Office official's response to an email from an Iowa Board of Medicine official and the initial received message are responsive to this request and should be produced.

Please provide all responsive records from July 11, 2023, through the date the search is conducted.

Please notify American Oversight of any anticipated fees or costs in excess of \$100 prior to incurring such costs or fee.

### **Guidance Regarding the Search & Processing of Requested Records**

In connection with its request for records, American Oversight provides the following guidance regarding the scope of the records sought and the search and processing of records:

- In conducting your search, please understand the terms “record,” “document,” and “information” in their broadest sense, to include any written, typed, recorded, graphic, printed, or audio material of any kind.<sup>1</sup> We seek records of any kind, including electronic records, audiotapes, videotapes, and photographs, as well as letters, emails, facsimiles, telephone messages, voice mail messages and transcripts, notes, or minutes of any meetings, telephone conversations or discussions.
- Our request for records includes any attachments to those records or other materials enclosed with those records when they were previously transmitted. To the extent that an email is responsive to our request, our request includes all prior messages sent or received in that email chain, as well as any attachments to the email.
- In the event some portions of the requested records are properly exempt from disclosure, please disclose any reasonably segregable non-exempt portions of the requested records. If a request is denied in whole, please state specifically why it is not reasonable to segregate portions of the record for release.
- Please take appropriate steps to ensure that records responsive to this request are not deleted by the agency before the completion of processing for this request. If records potentially responsive to this request are likely to be located on systems where they are subject to potential deletion, including on a scheduled

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<sup>1</sup> See Iowa Code § 22.1(3).

basis, please take steps to prevent that deletion, including, as appropriate, by instituting a litigation hold on those records.

If you have any questions regarding how to construe this request for records or believe that further discussions regarding search and processing would facilitate a more efficient production of records of interest to American Oversight, please do not hesitate to contact American Oversight to discuss this request. American Oversight welcomes an opportunity to discuss its request with you before you undertake your search or incur search or duplication costs. By working together at the outset, American Oversight and your agency can decrease the likelihood of costly and time-consuming litigation in the future.

Where possible, please provide responsive material in an electronic format by email. Alternatively, please provide responsive material in native format or in PDF format on a USB drive. Please send any responsive material being sent by mail to American Oversight, 1030 15th Street NW, Suite B255, Washington, DC 20005. If it will accelerate release of responsive records to American Oversight, please also provide responsive material on a rolling basis.

### **Conclusion**

American Oversight is a 501(c)(3) nonprofit with the mission to promote transparency in government, to educate the public about government activities, and to ensure the accountability of government officials. American Oversight uses the information gathered, and its analysis of it, to educate the public through reports, press releases, or other media. American Oversight also makes materials it gathers available on its public website and promotes their availability on social media platforms, such as Facebook and Twitter.com.<sup>2</sup>

We share a common mission to promote transparency in government. American Oversight looks forward to working with your agency on this request. If you do not understand any part of this request, please contact Taylor Stoneman at [records@americanoversight.org](mailto:records@americanoversight.org) or (202) 848-1319.

Sincerely,

*/s/ Taylor Stoneman*  
Taylor Stoneman  
on behalf of  
American Oversight

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<sup>2</sup> American Oversight currently has approximately 16,000 followers on Facebook and 112,200 followers on Twitter.com. American Oversight, Facebook, <https://www.facebook.com/weareoversight/> (last visited Aug. 24, 2023); American Oversight (@weareoversight), Twitter.com, <https://twitter.com/weareoversight> (last visited Aug. 24, 2023).