



207 East Buffalo Street, Ste 325
Milwaukee, WI 53202
(414) 272-4032
aclu-wi.org

October 20, 2020
cday@franklinwi.gov

Courtney Day, Health Officer
Franklin Health Department
9229 West Loomis Road
Franklin, WI 53132-9630

Dear Ms. Day:

In light of the tremendous importance of timely, accurate and transparent information in responding to the risks of COVID-19 in meat-packing and food processing plants, we are submitting this open records request to you, pursuant to Wis. Stat. §§ 19.31 *et seq.* This request covers the period January 1, 2020 until the present. The requested records are listed in Schedule A which accompanies this letter. Our request does not seek individual medical records or health information, and so there should be no basis for refusing to release this information.

If any material responsive to this request is deemed to be exempt from disclosure, identify the material withheld and specify the asserted basis for the exemption. Please release all segregable portions of otherwise exempt material.

Documents requested under the public records law must be produced "as soon as practicable and without delay." Wis. Stat. § 19.35(4)(a). Given the urgency of the situation, we ask that you expedite this request and that documents be produced as they are located rather than all at once. The Wisconsin Department of Justice policy is that 10 days is ordinarily a reasonable time for response to an open records request. Wisconsin Department of Justice, *Wisconsin Public Records Law Compliance Outline* at 13 (Aug. 2010).

You are requested to provide the documents without charge pursuant to Wis. Stat. § 19.35(3)(e). The ACLU of Wisconsin Foundation is a not-for-profit charitable and educational organization dedicated to the protection of civil liberties and government accountability, and waiving fees is in the public interest. Should you decline to waive the charges and the expenses exceed \$50, please contact me so that we may discuss how to proceed.

If you have questions, please contact me by phone at 414-588-5151 or email at tmuth@aclu-wi.org.
Thank you for your prompt attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Timothy Muth". The signature is written in a cursive style with a large, sweeping initial "R" and a long, horizontal stroke extending to the right.

R. Timothy Muth
Staff Attorney
tmuth@aclu-wi.org

ACLU of Wisconsin Foundation, Inc.

SCHEDULE A
OPEN RECORDS REQUEST

Pursuant to Wis. Stat. §§ 19.31 *et seq.*, you are hereby requested to provide the records listed below which are within the custody or control of your agency.

In this request, the term “records” includes all information recorded in any form whatsoever, including, but not limited to, papers, digital electronic media (such as e-mail, hard-drives, CDs, local and cloud storage), and analog recording media (such as audio and video tape recordings).

1. Documents concerning reports or complaints of COVID-19 infections related to meat-packing and food processing plants in your jurisdiction.
2. Documents concerning inspections or investigations of meat packing and food processing plants in your jurisdiction.
3. Notes, correspondence, email or other documents relating to communications between you and operators of meat-packing and/or food processing plants in your jurisdiction related to COVID-19.
4. Communications between the Wisconsin Department of Health Services and local health departments concerning outbreaks of COVID-19 in meat-packing and/or food processing plants.
5. Complaints or information received from workers or unions related to the adequacy of protective measures in place in meatpacking and/or food processing plants to prevent the spread of COVID-19 infections within the workplace.
6. Communications with the federal Occupational Safety and Health Administration related to the possibility or presence of COVID-19 outbreaks in meatpacking and/or food processing plants in your jurisdiction.

<p>Shakita LaGrant-McClain Director, Health & Human Services, Milwaukee County 1220 W. Vliet St. Suite 301 Milwaukee, WI 53205</p> <p>Dear Ms. LaGrant-McClain:</p>	<p>Brian Burns City of Milwaukee Health Department Zeidler Municipal Building 841 N. Broadway, 3rd Floor Milwaukee, WI 53202 MHDRrecords@milwaukee.gov ov.</p> <p>Dear Mr. Burns:</p>	<p>Heather Puenta, Interim Health Officer/Public Health Manager Cudahy Health Department 5050 South Lake Drive Cudahy, WI 53110</p> <p>heatherp@ci.cudahy.wi.us</p> <p>Dear Ms. Puenta:</p>
<p>Erica Bergstrom (Health Officer) Walworth County Department of Health and Human Services 1910 County Road NN P.O. Box 1005 Elkhorn, WI 53121</p> <p>ebergstrom@co.walworth.wi.us</p> <p>Dear Ms. Bergstrom:</p>	<p>Jen Freiheit, Health Officer/Director Division of Health Kenosha County 8600 Sheridan Road Suite 600 Kenosha, WI 53143</p> <p>jen.freiheit@kenoshacounty.org</p> <p>Dear Ms. Freiheit:</p>	<p>Anna Destree, Public Health Officer Brown County Health and Human Services Department-Public Health Division 111 N. Jefferson St.- Mezzanine P. O. Box 23600 Green Bay, WI 54305- 3600</p> <p>destree_ac@co.brown.wi.us</p> <p>Dear Ms. Destree:</p>
<p>Wisconsin Department of Health Services Division of Public Health 1 West Wilson Street, PO Box 7850, Madison, Wisconsin 53707</p> <p>dhsdphopenrecordsrequests@dhs.wisconsin.gov</p> <p>Dear Sir or Madam:</p>	<p>Courtney Day, Health Officer Franklin Health Department 9229 West Loomis Road Franklin, WI 53132-9630</p> <p>cday@franklinwi.gov</p> <p>Dear Ms. Day:</p>	