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Agency Name

Child & Family Services Agency

Annual Freedom of Information Act Report for Fiscal Year 2011
October 1, 2010 through September 30, 2011

FOIA Officer Reporting Wendy S. Gray

PROCESSING OF FOIA REQUESTS

1. Number of FOIA requests received during reporting period …….....19
2. Number of FOIA requests pending on October 1, 2010……...3
3. Number of FOIA requests pending on September 30, 2011…….1
4. The average number of days unfilled requests have been pending before each public body as of September 30, 2011 ……..17

DISPOSITION OF FOIA REQUESTS

5. Number of requests granted, in whole……...6
6. Number of requests granted, in part, denied, in part……..6
7. Number of requests denied, in whole……5
8. Number of requests withdrawn……..0
9. Number of requests referred or forwarded to other public bodies……...0
10. Other disposition ……..2

NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION

11. Exemption 1 - D.C. Official Code § 2-534(a)(1)…….....
12. Exemption 2 - D.C. Official Code § 2-534(a)(2)…….....6
13. Exemption 3 - D.C. Official Code § 2-534(a)(3)
    - Subcategory (A)……..
    - Subcategory (B)…….…….
    - Subcategory (C) ……..……
    - Subcategory (D) …….….....
    - Subcategory (E) …….....
    - Subcategory (F) …….
14. Exemption 4 - D.C. Official Code § 2-534(a)(4) ……...…..1
15. Exemption 5 - D.C. Official Code § 2-534(a)(5)……..…….....

16. Exemption 6 - D.C. Official Code § 2-534(a)(6)

    Subcategory (A)…….……..... 8

    Subcategory (B)……... 8

17. Exemption 7 - D.C. Official Code § 2-534(a)(7)…….....

18. Exemption 8 - D.C. Official Code § 2-534(a)(8)…….....

19. Exemption 9 - D.C. Official Code § 2-534(a)(9)…….....

20. Exemption 10 - D.C. Official Code § 2-534(a)(10)…….....

21. Exemption 11 - D.C. Official Code § 2-534(a)(11)……...

22. Exemption 12 - D.C. Official Code § 2-534(a)(12)……...

TIME-FRAMES FOR PROCESSING FOIA REQUESTS

23. Number of FOIA requests processed within 15 days……. 6

24. Number of FOIA requests processed between 16 and 25 days…….. 6

25. Number of FOIA requests processed in 26 days or more…….. 7

26. Median number of days to process FOIA Requests…….…… 21

RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS

27. Number of staff hours devoted to processing FOIA requests……

28. Total dollar amount expended by public body for processing FOIA requests……...

FEES FOR PROCESSING FOIA REQUESTS

29. Total amount of fees collected by public body……...…… 302

PROSECUTIONS PURSUANT TO SECTION 207(d) OF THE D.C. FOIA

30. Number of employees found guilty of a misdemeanor for arbitrarily or capriciously violating any provision of the District of Columbia Freedom of Information Act ……..…. 0

QUALITATIVE DESCRIPTION OR SUMMARY STATEMENT

Pursuant to section 208(a)(9) of the D.C. FOIA, provide in the space below or as an attachment, "[a] qualitative description or summary statement, and conclusions drawn from the data regarding compliance [with the provisions of the Act]."

The statutory time frame of 15 days or 25 (when an extension is taken) is not adequate to cover FOIA requests that seek significant quantities of records. Additionally, tracking time spent on FOIA requests is a burden on staff and is rarely captured. Staff focus on getting the records to the FOIA Officer rather than recording time spent searching for and compiling responsive documents.