

## Sanchez, Susan

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**From:** Gerard, Jennie  
**Sent:** Monday, November 04, 2013 3:13 PM  
**To:** Sanchez, Susan  
**Subject:** FW: Public Records Request 1088: A request has been assigned to you

Susan,

I understand that this request, from Sal Gomez, asks for the protocol for returning requests for scheduling. Further, I understand that you have told him there is no set protocol for council offices but in practice councilmembers direct their respective staff members to return calls promptly. Regarding Council President Kernighan's office, it is our intention to return calls promptly although the councilmember cannot always meet with each person requesting an appointment. If I've understood you correctly, then you've appropriately responded to the request on our behalf.

Jennie Gerard, Chief of Staff  
Oakland City Council President Patricia Kernighan  
District 2 Councilmember  
510.238.7023 (direct)  
510.238.7002 (District Office)

In the office Monday - Thursday

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**From:** [publicrecordsrequest@oaklandnet.com](mailto:publicrecordsrequest@oaklandnet.com) [<mailto:publicrecordsrequest@oaklandnet.com>]  
**Sent:** Friday, November 01, 2013 3:07 PM  
**To:** Gerard, Jennie  
**Subject:** Public Records Request 1088: A request has been assigned to you

You can view the request and take any necessary action at the following webpage:  
<http://records.oaklandnet.com/city/request/1088>

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*The 2013 Code for America fellows are creating a new web application that will help the City of Oakland manage public records requests.  
For more information about Code for America, visit to [codeforamerica.org](http://codeforamerica.org).*



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