

**RESOLUTION OF THE CITY COUNCIL OF JACKSON MISSISSIPPI SEEKING TIMELY COMPLIANCE WITH OPEN RECORDS REQUESTS BY CITY DEPARTMENTS.**

**WHEREAS**, it is the responsibility of the City Clerk to respond in a timely manner to open records requests; and

**WHEREAS**, the City Clerk must rely on the cooperation of departments and staff who are not under the direct control or supervision of the City Clerk's Office in order to gather responsive documents and complete open records requests; and

**WHEREAS**, the City of Jackson has invested in obtaining new technology to streamline the open records process; and

**WHEREAS**, it undermines confidence in the governing authorities of the City of Jackson when open records requests are not handled promptly and completely; and

**WHEREAS**, recent events such as a six week delay in receiving records necessary to comply with an open records request from the Department of Public Works indicates that the City needs to review the protocols, processes, and personnel responsible for handling requests for documents; and

**WHEREAS**, the City Council and City Clerk wish to work collaboratively with the Mayor of the City of Jackson to ensure that the governing authorities of the City of Jackson timely comply with our obligations to make available public records.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Jackson, Mississippi that the City Council states its full support to meeting the City's obligation to timely and completely respond to open records requests.

**IT IS FURTHER HEREBY RESOLVED** that the City Council strenuously objects to any baseless delays in or failures to cooperate with open records requests.

**IT IS FURTHER HEREBY RESOLVED** that in order to prevent future failures to comply with open records requests, the City Council directs the City Clerk to work diligently with the Mayor to provide whatever resources are within the power of her office to provide, including training, to make sure that open records requests are timely fulfilled and the City Council requests that the Mayor and his Administration analyze their protocols, processes, and personnel for responding to Open Records Requests, particularly in large departments such as the Public Works Department.

Item # 24  
Date: March 22, 2016  
By: Priester, Foote