December 23, 2014

Via Certified Mail

Los Angeles County Sheriff’s Department
Centralized Custodian of Records Unit
4900 Eastern Ave. Suite 220
Commerce, CA 90040
(323) 890-5000

Re: California Public Records Request

Dear Sir or Madam:

This is a request under the California Public Records Act (“PRA”) 1 on behalf of the Brennan Center for Justice at NYU School of Law.

Background

The Brennan Center seeks records pertaining to a new program aimed at “countering violent extremism” (CVE). On April 15, 2014, a senior White House official announced a CVE envoy program designed to “coordinat[e] government engagement on the threat of homegrown violent extremism.” 2 And on September 15, 2014, Attorney General Eric Holder announced the creation of a CVE “pilot” program to begin in three cities, 3 one of which is Los Angeles. 4

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The Brennan Center is requesting information on the rules governing the involvement of the Los Angeles County Sherriff’s Department in these CVE programs.

**Request**

The Brennan Center specifically requests the following records under the PRA:

1. All policies, procedures, and directives referencing the Los Angeles County Sherriff’s Department’s participation in CVE programs, including:
   a. Documents referring to the envoy program.\(^5\)
   b. Documents referring to the pilot programs announced by Attorney General Eric Holder in his September 2014 press release.\(^6\)
   c. Any other documents referring to CVE programs in Los Angeles.

2. All Memorandums of Understanding with outside agencies applicable to the Los Angeles County Sherriff’s Department’s participation in CVE programs, including:
   a. Documents referring to the envoy program.\(^7\)
   b. Documents referring to the pilot programs announced by Attorney General Eric Holder in his September 2014 press release.\(^8\)
   c. Documents referring to CVE programs in:
      i. Minneapolis
      ii. Saint Paul
      iii. Los Angeles
      iv. Boston

**Response Within Ten Business Days**

Consistent with the PRA, we ask that you make a determination within 10 days of receiving this request of the records in your possession that are responsive to the request and also determine whether the documents are subject to disclosure.\(^9\) Please promptly notify us of the determination and the reasons thereof.\(^10\) To the extent that your department chooses to withhold any record, please list, in writing, each and every document that is withheld as well as the reasons for doing so.\(^11\) For those documents subject to disclosure, please provide an approximate date of delivery.\(^12\) Should a part of any document contain information that is exempt from disclosure, please segregate and

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5 Monaco Speech, *supra* note 2.
7 Monaco Speech, *supra* note 2.
9 See Cal. Gov’t Code § 6253(c) (West 2014).
10 See id.
11 See id. § 6255.
12 See id. § 6253(c).
provide the non-exempt portion of the document.\textsuperscript{13} We also request that you provide us with the documents in electronic format where possible.

Should you have any questions concerning this request, please contact Shannon Parker by telephone at (646) 292 – 8363 or via e-mail at shannon.parker@nyu.edu.

Sincerely,

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\textsuperscript{13} See id. § 6253(a).