



**Bureau of Administration**  
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Maura J. Rossman, M.D., Health Officer

## Public Information Act Request Form

Pursuant to the general provisions of Article Section 4-101 through 4-601, of the Annotated Code of Maryland, the undersigned requests a copy of all public records containing the information hereinafter described.

Open Justice Baltimore Requester Name		MuckRock News DEPT MR103361 411A Highland Ave Address	
Somerville City	MA State	02144 Zip	617-299-1832 Phone

Regular Mail: \_\_\_\_\_ Fax: \_\_\_\_\_ (provide fax number)

103361-62807780@requests.muckrock.com  
 Email: \_\_\_\_\_ (provide email address)

I request the following public record/s:

Please see next page for full request.

A copying fee of \$.60 will be charged \$ .60 per page copied. If staff time in record retrieval takes more than two (2) hours, then a fee of \$25.00 per hour after two (2) hours will be assessed. No request for any proprietary information enclosed in the file and all copies larger than 11"x17" may best be provided by the proprietor of the document.

Should your request be denied, you will be notified within 10 days and you will have the right to petition the circuit court in the jurisdiction of your residence or business location, or where the records are situated, to review the matter and rule on such denial.

Raj For Open Justice Baltimore

11/17/2020

Requester's Signature

Date

<b>FOR OFFICE USE ONLY</b>		
_____ Date Received	_____ Date Completed	_____ # of Pages
_____ Record Found	_____ Preparation Time	_____ Staff Initials

To Whom It May Concern:

Pursuant to the Maryland Public Information Act, I hereby request the following records:

I am requesting a list of the names of all Howard County schools (both public and private) that have reported positive cases of COVID-19, along with the total number of cases reported at each of those schools. The information I am requesting should not contain any personally identifiable information (and any such information should be redacted), only numbers reported by the schools. For background information, the data I am requesting is discussed in the article "Maryland schools will have to report any coronavirus cases — but health officials don't plan to publicize the data", which can be found here: <https://www.baltimoresun.com/education/bs-pr-n>

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 10 calendar days, as the statute requires.

Sincerely,

Open Justice Baltimore