

To Whom It May Concern:

Pursuant to the Tennessee Public Records Act, I hereby request the following records:

All current operating manuals, training materials, user guides, data sharing agreements, and data retention policies related to the Partners in Care mental health crisis response program between MNPD and Metro Public Health.

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 7 business days, as the statute requires.

Sincerely,

Kent Hoover, a citizen of Tennessee, in coordination with e.