Tony Messenger
TMessenger@post-dispatch.com

RE: Sunshine Request – Copy of the opioid settlement.

Dear Mr. Messenger:

Your above-referenced records request was received by our custodian of records. The earliest we expect responsive records, if any, to be available is on or about March 2, 2022. Before providing records our Office must:

1. Process and review the Sunshine request.
2. Notify relevant staff members of the request to obtain potentially responsive records that are not immediately accessible to the staff reviewer(s), if applicable.
3. Generate search terms and submit the search request to Information Technology to obtain potentially responsive records that are not immediately accessible to the staff reviewer(s), if applicable.
4. Information Technology conducts search based on the search request, and places all potentially responsive records in software that is accessible to the Office’s staff reviewer(s).
5. Staff reviewer(s) review all potentially responsive records to determine if the items captured in the search request are responsive to the Sunshine request.
6. If responsive records are located, staff reviewer(s) must contact Information Technology to place responsive records in an accessible location.
7. Staff reviewer(s) review responsive records to determine if they are closed or privileged under Missouri law and make any necessary redactions.
8. Staff reviewer(s) compile or print responsive documents to provide to the requester.
The above process is dependent upon the availability of other staff members to locate records, the volume of the specific request, other active Sunshine requests, and the other on-going work of staff reviewer(s).

The date provided above considers these circumstances to provide the responsive records at the earliest date available. In the event they are available earlier, we will provide them as soon as they are available. Please note that we reserve the right to close responsive records in whole or in part pursuant to law, including but not limited to §§ 610.021 and 610.035 RSMo.

Sincerely,

MEGAN WERDEHAUSEN