



October 10, 2018

Edward Hasbrouck
1130 Treat Avenue
San Francisco, CA 94110

Dear Mr. Hasbrouck:

I am writing to inform you that your FOIA request, 2018-SP-03, will be granted in part. We had previously granted you a waiver of fees for processing your request, so no fees will be assessed.

You requested two kinds of documents: (1) records of meetings of a quorum of the Commission before September 12 (your request date), and (2) documents of decisions of the Commissioners made before September 12. Below is a list of responsive records that outlines what documents were identified in the search for your records. I have organized the records by meeting to facilitate your review and have attempted to mimic that organization in the attached zipped files. If you have any questions about these records or problems with the files, please feel free to contact me or our FOIA Public Liaison, Erin Schneider.

I wanted to clarify four points about the responsive list described below:

- There are responsive files to this request from September 2017 through April 2018, which were already released to you in a previous FOIA request. We are not resending those files to you and they are not addressed in this document.
- There were four meetings of a quorum of the Commissioners between May 2018 and your request date. A fifth meeting took place in Los Angeles shortly after your request date. I have included all of the documents for the Los Angeles meeting that were finalized by your request date.
- Some of the responsive files—specifically the public minutes and the audio for the public meetings—are available to the public now on the Commission’s website (<https://inspire2serve.gov/>) and YouTube channel (<https://www.youtube.com/c/Inspire2ServeUS>). Additionally, in response to your earlier FOIA request, you were given social media files for Twitter and Facebook that were current up to September 19. As a result, those files are not reattached to this communication. They have been highlighted below in green.
- In addition to the records of final decisions by the Commissioners outlined below, the Commission has decided on a definition of service. The record of that decision can be found in the June meeting minutes. No documents were incorporated into that decision, and the three memoranda circulated in advance of the Commission deliberations on that topic are covered by exemption 5—documents that contain inter-agency or intra-agency information that would be normally privileged in the civil discovery context

The material we are providing to you today do not include two sets of responsive documents: (1) official photos taken of Commissioner meetings from May until your request date, and (2) briefers that were developed for the Commissioners to help them prepare for meetings. The photos are available on our

social media accounts. We are aware of your interest in obtaining original copies of these photos, and I will be working with the IT and communications staff here to get you those files. The estimated completion date for the photos is November 30. The briefers include some information that is protected by the deliberative privilege and need to be redacted. Due to the redactions required, these will be provided to you on a rolling basis beginning tomorrow, and they are highlighted below in blue.

Finally, some of the documents that were responsive to your request are exempt from FOIA disclosure under FOIA exemption 5—documents that contain inter-agency or intra-agency information that would be normally privileged in the civil discovery context. I have highlighted them in yellow below. If you would like to appeal this partial denial of your request, you must send a written request appealing the decision within 90 days of the date of this notice. The appeal request should be clearly marked with the words “FOIA Appeal” and may be sent to the Commission’s email, FOIA@inspire2serve.gov; the Commission’s website, www.inspire2serve.gov; or to FOIA Appeals, National Commission on Military, National, and Public Service, 2530, Suite 1000, Box No. 63, Arlington, VA 22202. For more information about the appeals process, please see our FOIA regulations; these can be found on the Commission’s website.

You may also seek dispute resolution services, which are offered by the Office of Government Information Services (OGIS) at the National Archives and Records Administration. You can learn more about these services at <https://www.archives.gov/ogis/mediation-program> or by contacting OGIS at:

Address: 8601 Adelphi Road – OGIS, College Park, MD 20740

Email: ogis@nara.gov

Telephone: (202) 741–5770

Facsimile: (202) 741–5769

Toll free telephone: (877) 684–6448

Thank you for your interest in the Commission.

Sincerely,

Rachel Rikleen

Chief FOIA Officer

National Commission on Military, National, and Public Service

703-571-3760

FOIA@inspire2serve.gov

FOIA Request, 2018-SP-03

Responsive Documents

1 – May 2018 Boston

- Meeting minutes
- Audio from Nashua public meeting
- Audio from Boston public forum
- Twitter and Facebook posts related to this trip
- Staff contact list
- Research memoranda for commissioner discussion (2)
- MFR on business leaders
- MFR on MEPS
- MFR on Partnership for Successful Living
- Boston map
- Nashua area map
- Nashua city overview
- Boston city overview
- Nashua public meeting program
- Boston forum program
- Press release on the 2018 Sammies finalists
- MFR on academic thought leaders
- MFR on BoSTEM
- MFR on Safe Station
- MFR on national service leaders
- Briefer on business leaders
- Briefer on MEPS
- Briefer on BoSTEM meeting
- Briefer on Safe Station
- Briefer on Partnership for Successful Living
- Briefer on academic thought leaders
- Briefer on national service program directors

2 – June 2018 Virginia

- Meeting minutes
- FOIA Regulations
- Research memoranda for commissioner discussion (6)
- Ethics guidance on political activities
- Records management training
- Draft legislative proposals
- Handout on safe stations outcomes
- Handout on service as a strategy

3 – July 2018 Waco

- Meeting minutes
- Audio from public meeting
- Twitter and Facebook posts related to this trip
- Press release for Waco
- Staff Contact List

- Hotel and Logistics information
- Research memoranda for commissioner discussion (6)
- MFR on non-commissioned officers
- MFR on midcareer active duty officers
- MFR on rural faith leaders
- Waco agenda
- Waco map
- Waco city overview
- Public Meeting Program
- MFR on rural civil service
- MFR on military kids
- MFR on Waco faith leaders
- MFR on military spouses group 1
- MFR on military spouses group 2
- MFR on volunteer fire group
- Briefer on active duty midcareer officers
- Briefer on meeting with military families
- Briefer on non-commissioned officers
- Briefer on Waco civil servants roundtable
- Briefer on Waco faith leader meeting
- Briefer on small town faith leader meeting
- Briefer on rural civil servants meeting
- Briefer on experience of rural volunteers

4 – August 2018 Memphis

- Meeting minutes
- Audio from public meeting
- Twitter and Facebook posts related to this trip
- Press release for Memphis
- Staff Contact List
- Hotel and Logistics information
- Research memoranda for commissioner discussion (2)
- MFR on faith-based groups
- MFR on TN College
- MFR on TN Air National Guard
- MFR on civil service
- Memphis agenda
- Memphis map
- Memphis city overview
- Public meeting program
- McCormick service learning overview
- Nancy Montgomery article on the civil rights movement
- MFR on business leader meeting
- MFR on service learning meeting
- Briefer on faith-based conversation
- Briefer on TN College of Applied Technology
- Briefer on TN Air National Guard
- Briefer on civil servants' conversation
- Briefer on service learning conversation

- Briefer on business leader meeting
- Briefer on 164th airlift wing mission

5 – September 2018 Los Angeles

- Press releases for CA trip
- Staff Contact List
- Hotel and Logistics information
- Research memorandum for commissioner discussion
- CA trip agenda
- Los Angeles city overview
- San Diego city overview
- Public meeting program
- Briefer on elected officials meeting
- Briefer on Veterans Village visit
- Briefer on Marine Depot meeting
- Briefer on Naval Base meeting
- Briefer on Homeboy Industries visit
- Briefer on ELAC college group
- Briefer on ELAC women gender class
- Briefer on business and philanthropic leader meeting
- Briefer on United Way Civil Leaders

6 – Records of Decisions

- Delegations to Executive Director and Operations Director
- Delegations to General Counsel