



OFFICE OF THE
STATE AUDITOR

February 2, 2022

Katherine Mitchell
[REDACTED]

Dear Ms. Mitchell,

This letter is in response to your GRAMA request dated January 24, 2022 in which you requested the following records:

All documentation pertaining to Katherine Mitchell including but not limited to:

Timesheets

Employee Evaluations

Termination Notices and Disciplinary Documentation

Reports showing Dates and times workpapers were signed off and completed in Creative Solutions Accounting

Emails to and from Katherine Mitchell's employee email account

Messages and chats to and from Katherine Mitchell's employee email account

Texts sent to and from Katherine Mitchell's work phone

Office of the State Auditor's Google sheet titled "Employee Track"

Messages from Hollie Andrus and Jordan Kattleman discussing Katherine Mitchell's performance

The Office of the State Auditor (OSA) does possess records responsive to your request. Some of the records you requested may be considered private under Utah Code § 63G-2-302(1)(g). If any of the files responsive to your request contain private information, such as social security number, address, or marital status, that information will be redacted.

Your request for a fee waiver for the compilation and redaction of the requested documentation is denied in accordance with Utah Code § 63G-2-203(2). Due to the scope of the request and the hours required to compile and redact all of the documentation, the time and cost will be significant to OSA. Some of the records you requested, including your OSA email account, will need to be retrieved by the Utah Division of Technology Services (DTS) and there may be fees charged by DTS to fulfill your record request. Please understand the fees incurred to fulfill your GRAMA request may be significant. Once we have completed gathering and reviewing the classifications of the records, the records will be sent to you electronically. The total cost of your GRAMA request may change as the request is fulfilled. Payment will be required in advance.

Your request is for a voluminous quantity of records. To save you time and fees, please consider narrowing the scope of your request. For example, if there are specific emails you are seeking, please consider narrowing the scope in terms of topic or time period (as opposed to "emails to and from Katherine Mitchell's employee email account"). Without narrowing the scope of your request, OSA will

likely need a time extension to fulfill your GRAMA request as allowed under Utah Code Section 63G-2-204(6)(c)(i).

Please be aware that **all GRAMA requests and associated responses** are posted on our website as a matter of office practice (with personal information, such as address, redacted). We do this to provide transparency and accountability to the public at large.

Sincerely,

Mandy Teerlink, Records Officer
Office of the State Auditor