January 14, 2016

**VIA E-MAIL**  
Ms. Marni Pyke  
Daily Herald  
Email: mpyke@dailyherald.com

RE: 16-FOIA-002 Employment-Related Communications Log

Dear Ms. Pyke:

We are in receipt of your request under the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On January 4, 2016, we received your request for copies of all reports made to Metra's employment-related communications log, including dates and times, identities of people involved and summaries of all communications ("Request").

In response to your Request, Metra is providing you with a copy of Metra’s communications log effective April 11, 2014. The communications log contains:

- Reported employment-related communications;
- Dates;
- Times;
- The identities of those involved; and
- Summaries of all communications.

If I can be of further assistance to you, please do not hesitate to contact me.

Sincerely,

Kathleen E. Haton  
Freedom of Information Officer  
foia@metrarail.com  
FOIA Hotline #312-663-3642

Attachment