

January 14, 2016

**VIA E-MAIL**

Ms. Marni Pyke

Daily Herald

Email: [mpyke@dailyherald.com](mailto: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@metrarr.com](mailto:foia@metrarr.com)

FOIA Hotline #312-663-3642

Attachment