From: Lee, Anita
To: Lyons, Ann
Subject: draft email FOIA FYI
Date: Thursday, July 11, 2013 8:46:06 AM

Hi Ann, does this look ok as a "heads up" email? Is it too detailed? Is there a "standard" notification mail for a FOIA that involves many people?

Hello everyone, Redaction: Not responsive

This email is just an FYI to let you know that we received a FOIA (attached) related to Navajo Generating Station (NGS), requesting all documents, dated between August 1, 2012 and June 26, 2013, that discusses or relates to:

- the Joint Federal Agency Working Group,
- the Salt River Project Stakeholder Group (also known as the Technical Working Group),
- and any consideration to replace, repower, or fuel switch at NGS.

** Note that the FOIA does not request documents related to our BART determination for NGS. **

[redacted]

We expect that many individuals at Region 9, OAQPS, OGC, and OAR will need to search for responsive documents. I am including the list of all individuals we believe may have responsive documents. Please review the list and let me know if anyone else should be on the list.

Ann and I are working with Tamara Saltman (OAR) and possibly others at HQ to figure out the best way to search for documents. We also plan to contact the requestor (the Goldwater Institute) next week to discuss issues related to FOIA fees, etc. The FOIA is due August 6. We plan to request an extension.

At this time, please do not start searching for responsive documents. We plan to provide detailed information later next week regarding specific search terms we should all use, instructions for dealing with documents in different formats (e.g., paper, electronic files, Outlook email files, Lotus Notes email files), and whether we should be estimating costs before we begin searching.

For Lotus Notes emails, I have a database for collecting emails (cut and paste into a specific folder of the database). Please let me know if you are not able to access this database. **[insert link once I figure out how to do that]**

We will need to figure out how best to deal with emails in Outlook. (Likely forward them in bulk to the LN Database's email address)

Please continue to preserve all files related to NGS. As you know, we are still under a litigation hold for an unreasonable delay lawsuit for NGS.

List of Individuals with Potentially Responsive Documents:

OAR:
Janet McCabe
Tamara Saltman
James Critchfield
Elyse Steiner

OAQPS:
Phil Lorang

OGC:
Lea Anderson

Region 9:
Jared Blumenfeld
Deborah Jordan
Colleen McKaughan
Ann Lyons
Anita Lee
Ray Saracino
John Mikulin
Ben Machol

Please let me know if you have any questions or concerns! Thank you!

Anita

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