

MONTGOMERY COUNTY SHERIFF

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Sheriff Phil Plummer

TO: Public Records Request
FROM: Captain Charles Crosby *CCrosby*
DATE: July 5, 2016
SUBJECT: Public Records Request – Jail Incident 15-1979

The public records request dated June 20, 2016, requests "Complete copy of all reports involving any use of force and OC/pepper spray against Amber D. Swink (sp?)." Jail Incident Report 15-1979 was a report generated to document an incident in the jail involving Amber Swank.

The report cannot be located. A search was conducted for the report and it was not located where it should have been filed. As a result, I directed a search of all reports for the year 2015 and the report was not located.

I reviewed the original report when it was completed and it had the required use of force report, video and restraint (chair) log attached. Since the original packet cannot now be located, the incident report was printed from the Tiburon jail management system to be forwarded with the material requested through this public records request. The use of force report cannot be located and as it is a paper document, cannot be reproduced. The video that was attached to the original cannot be located and cannot be found where it is normally saved for future use pursuant to the records retention schedule. The video was not located and cannot be reproduced.

MEMORANDUM