

**RESOLUTION ESTABLISHING A FREEDOM OF INFORMATION ACT (FOIA)
POLICIES AND GUIDELINES, PUBLIC SUMMARY OF PROCEDURES AND
GUIDELINES FOR DEWITT AREA EMERGENCY SERVICES AUTHORITY (DAESA)**

WHEREAS, the Michigan legislature adopted 2014 Public Act 563 enacting numerous amendments to the Michigan Freedom of Information Act (FOIA), being MCL 15.231 *et seq*, that require revision of the current FOIA Policy; and

WHEREAS, from time to time DeWitt Area Emergency Services Authority will receive Freedom of Information Act (FOIA) requests; and

WHEREAS, it is necessary to adopt, and to post online, “FOIA Policies and Guidelines” and a “FOIA Policy Summary” to ensure that the FOIA requests are addressed in an efficient and consistent manner, and to comply with these FOIA statutory amendments; and

THEREFORE BE IT RESOLVED, DeWitt Area Emergency Services Authority hereby adopts, effective from and after July 1, 2015, the attached:

1. “DAESA FOIA Policies and Guidelines,” including the FOIA Forms attached to these Policies and Guidelines; and
2. “DAESA FOIA Public Summary of Procedures and Guidelines”;

BE IT FURTHER RESOLVED that copies of “DAESA FOIA Policies and Guidelines,” including the attached FOIA forms, and “DAESA FOIA Public Summary of Procedures and Guidelines” shall be posted on the City of DeWitt’s website.

BE IT FURTHER RESOLVED that DAESA Fire Chief is DAESA’s FOIA Coordinator per the designation by the DeWitt Area Emergency Services Authority Board.

BE IT FURTHER RESOLVED that the attached DAESA FOIA Policies and Guidelines, including the attached FOIA Forms, and DAESA FOIA Public Summary of Procedures and Guidelines will be effective July 1, 2015, and will supersede any previous resolutions setting FOIA policies or establishing formulas for the cost of FOIA requests.