



May 31, 2024

**VIA EMAIL**

Office of the Secretary of State  
600 West Main Street  
Jefferson City, MO 65101  
[info@sos.mo.gov](mailto:info@sos.mo.gov)

**Re: Sunshine Law Request**

Dear Custodian of Records:

Pursuant to the Missouri Sunshine Law, Mo. Rev. Stat. §§ 610.010 et seq., American Oversight makes the following request for records.

**Requested Records**

American Oversight requests that your office produce copies of the following records within three business days:

1. Any handouts, presentation materials, summaries, or notes (electronic or handwritten) or other documents provided to or created by Secretary of State Jay Ashcroft or anyone working on Secretary Ashcroft's behalf (such as a chief of staff, assistant, or counsel) as part of or in relation to the February 5-6, 2024 Heritage Foundation "Secretaries of State Conference" hosted by the Honest Elections Project, Public Interest Legal Foundation, and Heritage Foundation in Washington, D.C.<sup>1</sup>
2. All email communications (including emails, complete email chains, calendar invitations, or attachments thereto) between (a) the officials listed below and (b) any of the external entities listed below.

Missouri Secretary of State's Office Officials:

- a. Secretary of State Jay Ashcroft or anyone communicating on his behalf, such as an assistant, scheduler, or aide
- b. Chief of Staff Trish Vincent
- c. Deputy Chief of Staff Scott Clark

External Entities:

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<sup>1</sup> See, e.g., David Armiak, *Heritage Foundation Secretaries of State Conference Agenda*, Feb. 5-6, 2024, Center for Media and Democracy, April 5, 2024, <https://www.exposedbycmd.org/featured-documents/heritage-foundation-secretaries-of-state-conference-agenda-feb-5-6-2024/>.



- i. Any email address ending in heritage.org
- ii. Any email address ending in heritageaction.com
- iii. Any email address ending in honestelections.org
- iv. Any email address ending in electionlawcenter.com
- v. Any email address ending in publicinterestlegal.org
- vi. Any email address ending in alec.org
- vii. Any email address ending in jasonsnead.com

Please note that American Oversight does not seek, and that part 2 of this request specifically excludes, the initial mailing of news clips or other mass-distribution emails. However, subsequent communications responding to or forwarding such emails are responsive to this request. For example, if an official received a mass-distribution news clip email from an email ending in heritage.org, that initial email would not be responsive to this request. However, if the official forwarded that email to another listed individual with their own commentary, that subsequent message would be responsive to this request and should be produced.

3. All email communications (including emails, complete email chains, calendar invitations, and attachments thereto) sent by the officials listed above in part 2 and containing the key terms listed below.

Key Terms:

1. Heritage
2. HEP
3. PILF
4. "Honest Elections"
5. "Public Interest Legal Foundation"
6. Snead
7. Spakovsky
8. "Secretaries of State Conference"

In an effort to accommodate your office and reduce the number of potentially responsive records to be processed and produced, American Oversight has limited part 3 of this request to emails sent by the specified individuals. To be clear, however, American Oversight still requests that complete email chains be produced, displaying both sent and received messages. This means that both an individual's response to an email and the initial received message are responsive to this request and should be produced.

4. All text messages or messages on messaging platforms (such as Slack, GChat or Google Hangouts, Lync, Skype, X direct messages, Facebook messages, WhatsApp, Signal, Telegram, or Parler) between (a) Secretary of State Jay Ashcroft, Chief of Staff Trish Vincent, or Deputy Chief of Staff Scott Clark and (b) the external individuals listed below.

External Individuals:

- i. John Christian Adams, also known as J. Adams or J. Christian Adams
- ii. Jason Snead
- iii. Hans von Spakovsky
- iv. Cleta Mitchell
- v. Katie Samalis, also known as Katie Samalis-Aldrich

**For all parts of this request, please provide all responsive records from January 1, 2024, through April 1, 2024.**

In the case of emails and texts, the search should include those sent or received from the specified officials' personal accounts and/or devices if they were used to conduct official business, as well as those sent from their official email addresses or government-issued devices.

If American Oversight's request for a fee waiver or reduction, below, is not granted in full, please contact us immediately upon making such a determination. **Please notify us of any anticipated fees or costs in excess of \$50 prior to incurring such costs or fee.**

**Fee Waiver Request**

In accordance with Mo. Rev. Stat. § 610.026.1(1), American Oversight requests a waiver or reduction of fees associated with processing this request for records. Disclosure of the requested records is in the public interest because it will likely contribute to a better understanding of relevant government procedures by the general public in a significant way. Moreover, the request is primarily and fundamentally for non-commercial purposes.

American Oversight requests a waiver or reduction of fees because disclosure of the requested information "is likely to contribute significantly to public understanding of the operations or activities of [a] public governmental body."<sup>2</sup> The public has a significant interest in public officials' potential attendance at an event hosted by the Heritage Foundation, Public Interest Legal Foundation, and Honest Elections Project about election administration issues.<sup>3</sup> Records with the potential to shed light on this matter would contribute significantly to public understanding of operations of the government, including whether or not Missouri election officials attended the event. American Oversight is committed to transparency and makes the responses agencies provide to public records requests publicly available, and the public's understanding of the government's activities would be enhanced through American Oversight's analysis and publication of these records.

This request is primarily and fundamentally for non-commercial purposes.<sup>4</sup> As a 501(c)(3) nonprofit, American Oversight does not have a commercial purpose and the

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<sup>2</sup> Mo. Rev. Stat. § 610.026.1(1).

<sup>3</sup> See *supra*, note 1.

<sup>4</sup> Mo. Rev. Stat. § 610.026.1(1).

release of the information requested is not in American Oversight's financial interest. American Oversight's mission is to promote transparency in government, to educate the public about government activities, and to ensure the accountability of government officials. American Oversight uses the information gathered, and its analysis of it, to educate the public through reports, press releases, or other media. American Oversight also makes materials it gathers available on its public website and promotes their availability on social media platforms, such as Facebook and Twitter.com.<sup>5</sup>

American Oversight has also demonstrated its commitment to the public disclosure of documents and creation of editorial content through regular substantive analyses posted to its website.<sup>6</sup> Examples reflecting this commitment to the public disclosure of documents and the creation of editorial content include the posting of records and analysis related to the organization's investigations into misconduct and corruption in state governments;<sup>7</sup> posting records and analysis of federal and state governments' responses to the Coronavirus pandemic;<sup>8</sup> posting records received as part of American Oversight's "Audit the Wall" project to gather and analyze information related to the Trump administration's proposed construction of a barrier along the U.S.-Mexico border, and analyses of what those records reveal;<sup>9</sup> and the posting of records related to

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<sup>5</sup> American Oversight currently has approximately 16,000 followers on Facebook and 111,400 followers on Twitter.com. American Oversight, Facebook, <https://www.facebook.com/weareoversight/> (last visited May 17, 2024); American Oversight (@weareoversight), Twitter.com, <https://twitter.com/weareoversight> (last visited May 17, 2024).

<sup>6</sup> See generally *News*, American Oversight, <https://www.americanoversight.org/blog>.

<sup>7</sup> See generally *State Investigations*, American Oversight, <https://www.americanoversight.org/states>; see, e.g., *State Government Contacts with Voting-Restriction Activists*, American Oversight, <https://www.americanoversight.org/investigation/state-government-contacts-with-voting-restriction-activists>; *Georgia's Voting Machines and Election Security*, American Oversight, <https://www.americanoversight.org/investigation/georgias-voting-machines-and-election-security>.

<sup>8</sup> See, e.g., *The Trump Administration's Response to Coronavirus*, American Oversight, <https://www.americanoversight.org/investigation/the-trump-administrations-response-to-coronavirus>; *Tulsa Health Officials Initially Estimated Trump Rally Would Directly Lead to 2 to 9 Deaths*, American Oversight, <https://www.americanoversight.org/tulsa-health-officials-initially-estimated-trump-rally-would-directly-lead-to-2-to-9-deaths>; *Wisconsin Documents Offer Window into Early Uncertainty over COVID-19*, American Oversight, <https://www.americanoversight.org/wisconsin-documents-offer-window-into-early-uncertainty-over-covid-19>; *In the Documents: Florida Health Department Efforts to Suppress Release of Coronavirus Records*, American Oversight, <https://www.americanoversight.org/in-the-documents-florida-health-department-efforts-to-suppress-release-of-coronavirus-records>.

<sup>9</sup> See generally *Audit the Wall*, American Oversight, <https://www.americanoversight.org/investigation/audit-the-wall>; see, e.g., *Border Wall Investigation Report: No Plans, No Funding, No Timeline, No Wall*, American Oversight,

an ethics waiver received by a senior Department of Justice attorney and an analysis of what those records demonstrated regarding the Department's process for issuing such waivers.<sup>10</sup>

Accordingly, American Oversight qualifies for a fee waiver or reduction.

### **Guidance Regarding the Search & Processing of Requested Records**

In connection with its request for records, American Oversight provides the following guidance regarding the scope of the records sought and the search and processing of records:

- Please search all locations and systems likely to have responsive records, regardless of format, medium, or physical characteristics. For instance, if the request seeks “communications,” please search all locations likely to contain communications, including relevant hard-copy files, correspondence files, appropriate locations on hard drives and shared drives, emails, text messages or other direct messaging systems (such as iMessage, WhatsApp, Signal, or Twitter.com direct messages), voicemail messages, instant messaging systems such as Lync or ICQ, and shared messages systems such as Slack.
- In conducting your search, please understand the terms “record,” “document,” and “information” in their broadest sense, to include any written, typed, recorded, graphic, printed, or audio material of any kind. We seek records of any kind, including electronic records, audiotapes, videotapes, and photographs, as well as letters, emails, facsimiles, telephone messages, voice mail messages and transcripts, notes, or minutes of any meetings, telephone conversations or discussions.<sup>11</sup>
- Our request for records includes any attachments to those records or other materials enclosed with those records when they were previously transmitted. To the extent that an email is responsive to our request, our request includes all prior messages sent or received in that email chain, as well as any attachments to the email.
- Please search all relevant records or systems containing records regarding agency business. Do not exclude records regarding agency business contained in

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<https://www.americanoversight.org/border-wall-investigation-report-no-plans-no-funding-no-timeline-no-wall>.

<sup>10</sup> *DOJ Records Relating to Solicitor General Noel Francisco's Recusal*, American Oversight, <https://www.americanoversight.org/document/doj-civil-division-response-noel-francisco-compliance>; *Francisco & the Travel Ban: What We Learned from the DOJ Documents*, American Oversight, <https://www.americanoversight.org/francisco-the-travel-ban-what-we-learned-from-the-doj-documents>.

<sup>11</sup> Mo. Rev. Stat. § 610.010(6).

files, email accounts, or devices in the personal custody of your officials, such as personal email accounts or text messages.

- In the event some portions of the requested records are properly exempt from disclosure, please disclose any reasonably segregable non-exempt portions of the requested records.<sup>12</sup> If a request is denied in whole, please state specifically why it is not reasonable to segregate portions of the record for release.
- Please take appropriate steps to ensure that records responsive to this request are not deleted by the agency before the completion of processing for this request. If records potentially responsive to this request are likely to be located on systems where they are subject to potential deletion, including on a scheduled basis, please take steps to prevent that deletion, including, as appropriate, by instituting a litigation hold on those records.

### **Conclusion**

If you have any questions regarding how to construe this request for records or believe that further discussions regarding search and processing would facilitate a more efficient production of records of interest to American Oversight, please do not hesitate to contact American Oversight to discuss this request. American Oversight welcomes an opportunity to discuss its request with you before you undertake your search or incur search or duplication costs. By working together at the outset, American Oversight and your agency can decrease the likelihood of costly and time-consuming litigation in the future.

Where possible, please provide responsive material in an electronic format by email. Alternatively, please provide responsive material in native format or in PDF format on a USB drive. Please send any responsive material being sent by mail to American Oversight, 1030 15th Street NW, Suite B255, Washington, DC 20005. If it will accelerate release of responsive records to American Oversight, please also provide responsive material on a rolling basis.

We share a common mission to promote transparency in government. American Oversight looks forward to working with your agency on this request. If you do not understand any part of this request, please contact Loree Stark at [records@americanoversight.org](mailto:records@americanoversight.org) or (202) 913-6114. Also, if American Oversight's

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<sup>12</sup> Mo. Rev. Stat. § 610.024.1.

request for a fee waiver is not granted in full, please contact us immediately upon making such a determination.

Sincerely,

/s/ Loree Stark

Loree Stark  
on behalf of  
American Oversight