



June 26, 2024

**VIA EMAIL**

Office of the Iowa Attorney General  
Hoover State Office Building  
1305 East Walnut Street  
Des Moines, IA 50319  
[openrecords@ag.iowa.gov](mailto:openrecords@ag.iowa.gov)

**Re: Public Records Request**

Dear Custodian of Public Records:

Pursuant to the Iowa Public Records Law, Iowa Code, Ch. 22, American Oversight makes the following request for records.

**Requested Records**

American Oversight requests that the Office of the Iowa Attorney General produce the following records promptly, or as soon as feasible:

1. All calendars or calendar entries for Attorney General Brenna Bird, including any calendars maintained on Attorney General Bird's behalf, **from May 6, 2024, through May 20, 2024.**

American Oversight requests that the calendars be produced in a format that includes all invitees, any notes, and all attachments.

Please do not limit your search to electronic calendars; we request the production of any calendar—paper or electronic, whether on government-issued or personal devices—used to track or coordinate how Attorney General Bird allocates time on agency business.

This search should include any calendars associated with Attorney General Bird's individual email accounts, as well as any official calendars maintained for her, including by administrative assistants or schedulers.

2. Records reflecting any expenses and costs incurred or paid by the Office of the Iowa Attorney General related to the May 2024 trip to New York City made by Attorney General Bird and any accompanying staff members, family members, or other individuals.<sup>1</sup>

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<sup>1</sup> See, e.g., Galen Bacharier, *Here's Who Paid for Iowa AG Brenna Bird's Trip to NYC for Donald Trump's Hush Money Trial*, Des Moines Register (May 14, 2024, 3:55 PM), <https://www.desmoinesregister.com/story/news/politics/2024/05/14/iowa-attorney->



To the extent that your office maintains aggregated records sufficient to show all relevant expenses and costs, such as spreadsheets, American Oversight would accept production of such records as sufficient. To the extent that your office does not have an aggregated record of these costs, American Oversight requests records reflecting such costs, such as receipts, invoices, charge card or credit card statements, or reimbursement requests.

Relevant expenses may include, but are not limited to, hotel or other lodging costs; costs for air travel, rental car, or other transportation; costs incurred for government transportation; the cost of meals or refreshments; costs incurred for government-provided security; and per diem payments.

If there are no records of expenses paid by the Office of the Iowa Attorney General related to the May 2024 trip to New York City made by Attorney General Bird and any accompanying staff members, family members, or other individuals, American Oversight would accept as responsive to part two of this request records sufficient to identify the origin of the funds used to pay for Attorney General Bird's trip and the amount expended for the trip, including all communications between the Office of the Iowa Attorney General and the funding entity(s) and/or individual(s) coordinating the trip.

**For part two of this request, please provide all responsive records from May 1, 2024, through June 1, 2024.**

Please notify American Oversight of any anticipated fees or costs in excess of \$100 prior to incurring such costs or fee.

### **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 X—formerly Twitter—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,

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[general-brenna-bird-trip-to-donald-trump-trial-paid-for-by-republican-ag-group/73690474007/](https://www.americanoversight.org/group/73690474007/).

recorded, graphic, printed, or audio material of any kind.<sup>2</sup> 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.

- 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 files, email accounts, or devices in the personal custody of your officials, such as personal email accounts or text messages. Records of official business conducted using unofficial systems or stored outside of official files are subject to the Public Records Law.<sup>3</sup>
- 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. 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.

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. American Oversight welcomes an opportunity to discuss its request with you before you undertake your search or incur search or

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<sup>2</sup> See Iowa Code § 22.1(3).

<sup>3</sup> See *Linder v. Eckard*, 152 N.W.2d 833, 835 (Iowa 1967) (“It is the nature and purpose of the document, not the place where it is kept, which determines its status” as a public record); *Chapter 22 Frequently Asked Questions*, Iowa Public Information Board, <https://ipib.iowa.gov/faq/if-email-report-or-other-document-composed-received-or-stored-my-personally-owned-electronic> (“If a government official or employee uses privately owned electronic devices or services, such as cell phones, computers, email accounts, smart phones, or such to conduct official government business, then the record generated is a public record.”).

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.

### **Conclusion**

American Oversight is a 501(c)(3) nonprofit with the mission 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 X (formerly Twitter).<sup>4</sup>

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 David Kronig at [records@americanoversight.org](mailto:records@americanoversight.org) or (202) 897-3915.

Sincerely,

*/s/ David Kronig*  
David Kronig  
on behalf of  
American Oversight

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<sup>4</sup> American Oversight currently has approximately 16,000 followers on Facebook and 111,400 followers on X (formerly Twitter). American Oversight, Facebook, <https://www.facebook.com/weareoversight/> (last visited June 6, 2024); American Oversight (@weareoversight), X (formerly Twitter), <https://twitter.com/weareoversight> (last visited June 6, 2024).