

FROM Robert Samuel White
TO OPRD Public Records
Cc Director Lisa Sumption
DATE August 22, 2025, 9:29 AM PT
SUBJECT **Public Records Request - Volunteer Program Operations and Management**
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PUBLIC RECORDS REQUEST

TO: Oregon Parks and Recreation Department Public Records Officer

CC: Director Lisa Sumption

FROM: Robert Samuel White

DATE: August 22, 2025

RE: Public Records Request - Volunteer Program Operations and Management

Dear Public Records Officer,

Pursuant to Oregon Revised Statutes Chapter 192 (Oregon Public Records Law), I hereby request access to and copies of the following public records:

SECTION 1: VOLUNTEER PROGRAM DOCUMENTATION

1. All policies, procedures, manuals, and guidelines related to volunteer management, discipline, and termination (2020-present)
2. All training materials provided to staff regarding volunteer supervision and communication
3. All documents related to volunteer program reviews, assessments, or evaluations
4. All communications regarding changes to volunteer program policies or procedures since January 2025

SECTION 2: HONEYMAN STATE PARK OPERATIONS

5. All incident reports, complaint logs, or documentation of volunteer issues at Honeyman State Park (2020-present)

6. All communications between Honeyman State Park staff and OPRD administration regarding volunteer management

7. All documents related to staffing changes, transfers, reassignments, or personnel actions at Honeyman State Park since January 2025

8. All training records, policy updates, or procedural changes implemented at Honeyman State Park since January 2025

SECTION 3: ADMINISTRATIVE COMMUNICATIONS

9. All communications, emails, memos, and documents involving Director Lisa Sumption regarding volunteer relations, Honeyman State Park operations, or volunteer program issues (January 2025-present)

10. All communications between OPRD and other state agencies regarding volunteer program operations or specific volunteer incidents

11. All briefings, reports, or analyses provided to executive leadership regarding volunteer program performance or issues

12. All documents related to budget planning or resource allocation for volunteer program management

SECTION 4: EXTERNAL COMMUNICATIONS

13. All communications with legal counsel regarding volunteer program operations, policies, or specific incidents

14. All communications with insurance providers regarding volunteer program liability or risk management

15. All media monitoring reports, public relations assessments, or reputation management documents

16. All communications with Governor's office or other external agencies regarding OPRD volunteer programs

SECTION 5: INVESTIGATIVE AND COMPLIANCE RECORDS

- 17. All investigation files, complaint responses, or disciplinary actions related to volunteer program management
- 18. All documents related to workplace conduct investigations at any OPRD facility
- 19. All ethics complaints, HR investigations, or compliance reviews involving volunteer supervision
- 20. All documentation of corrective actions, policy changes, or training implemented following volunteer-related incidents

SECTION 6: OPERATIONAL RECORDS

- 21. All meeting minutes, notes, or agendas from staff meetings discussing volunteer program operations or systemic volunteer issues
- 22. All documentation related to volunteer recruitment, retention, or satisfaction assessments
- 23. All contracts, agreements, or memoranda of understanding related to volunteer services
- 24. All budget documents or financial records related to volunteer program operations

SECTION 7: DIGITAL COMMUNICATIONS

- 25. All work-related text messages, instant messages, or other digital communications between OPRD staff regarding volunteer program operations
- 26. All electronic calendars, scheduling records, or meeting documentation related to volunteer program management
- 27. All digital files, databases, or electronic records related to volunteer tracking or management

SECTION 8: EMPLOYMENT AND APPLICATION RECORDS

- 28. All employment applications, job postings, and hiring documentation for positions at Honeyman State Park (January 2025-present)
- 29. All communications, evaluations, or documentation related to employment applications submitted by Robert Samuel White

30. All hiring committee records, interview notes, or selection documentation for Honeyman State Park positions during 2025

31. All communications between Honeyman State Park staff and OPRD HR regarding employment applications or hiring decisions

32. All policies and procedures related to volunteer-to-employee transitions or internal hiring processes

33. All documentation of hiring decisions, rejection notifications, or application status communications for Honeyman State Park positions

REQUEST SPECIFICATIONS

Time Period: January 1, 2020 to present, unless otherwise specified

Format: Electronic copies preferred (PDF), physical copies acceptable

Fee Limitation: Please provide fee estimate if costs exceed \$25

Clarifications:

"Volunteer program" includes all unpaid service positions across OPRD facilities

"Communications" includes emails, letters, memos, text messages, and verbal communication summaries

Please include documents where responsive information appears as part of larger communications

If any requested records are claimed to be exempt, please provide a detailed explanation citing specific statutory authority

PUBLIC INTEREST FEE WAIVER REQUEST

I hereby request a waiver of all fees associated with this public records request pursuant to ORS 192.440(4) and the public interest in disclosure.

Grounds for Fee Waiver:

Public Interest: This request seeks information regarding the management and treatment of unpaid volunteers who provide essential services to Oregon's state park system. During OPRD's current

budget crisis and public appeals for community support, transparency regarding volunteer program operations serves significant public interest.

Government Accountability: The requested records will contribute to public understanding of how a state agency manages volunteer relations, implements policies, and ensures appropriate oversight of public employees supervising unpaid community members.

Educational Purpose: The information will be used to inform public discourse about institutional accountability, volunteer program best practices, and the effective use of public resources during budgetary constraints.

No Commercial Interest: This request is not made for commercial purposes. The information sought relates to government operations and public employee conduct in their official capacity.

Public Benefit: Given OPRD's stated need for increased volunteer participation and community partnerships to address funding shortfalls, transparency regarding current volunteer management practices serves the public interest in ensuring effective and ethical program operations.

The public interest in disclosure substantially outweighs any administrative burden or cost to the agency, particularly given the agency's public appeals for volunteer support during its financial crisis.

CONTACT INFORMATION

Robert Samuel White

[mailing address]

I understand that Oregon law requires a response within a reasonable time, and that fees may apply for extensive copying. Please contact me if you need clarification on any aspect of this request.

Please ensure all responsive records are preserved and not deleted, altered, or destroyed pending completion of this request, pursuant to Oregon public records retention requirements.

Given the documented history of communication breakdowns and institutional opacity surrounding volunteer dismissal procedures, this request also serves as an accountability mechanism to restore public trust.

Thank you for your attention to this matter.

Sincerely,

Robert Samuel White