



September 19, 2024

EMAIL ([opra+request-65959-3ad73d8d@requests.opramachine.com](mailto:opra+request-65959-3ad73d8d@requests.opramachine.com))>

To Whom It May Concern

This letter is in both in follow-up to my September 6, 2024, letter to you, as well as in response to the OPRA Request that I, as the Board's Records Custodian, initially received on Thursday, August 29, 2024. As noted in my September 6, 2024, letter, due to the size and scope of the records sought in your Request, as well as the fact that responsive documents were going to have to be located, reviewed and redacted in order to protect any personally identifying, attorney client and/or confidential student information, an additional eight (8) business days – or until Friday, September 20, 2024 -- was required to provide the Board's response. This letter is being sent to you within that extended timeframe.

OPRA defines a "government record" of a public entity as "any paper, written or printed book, document, drawing, map, plan, photograph, microfilm, data processed or image processed document, information stored or maintained electronically or by sound-recording or in a similar device, or any copy thereof, that has been made, maintained or kept on file in the course of his or its official business ..." N.J.S.A. 47:1A-1.1. Accordingly, the Board is required to produce only those records which it maintains in the official course of business and which are not otherwise exempt from production. Pursuant to the definition of a government record, a public entity is not required by OPRA to research information and/or create records that do not exist in response to OPRA requests. See e.g., Mag Entertainment, LLC v. Division of Alcoholic Beverage Control, 375 N.J. Super 537 (App. Div. March 2005).

Your Request seeks access to the following:

**Request No. 1:** *"Copies of all invoices submitted by Board Solicitor, Damon Tyner, Esquire of the Law Offices of Damon G. Tyner, LLC to CCTEC covering the time period of November 1, 2023 to the present."*

**Response:** The Board's responsive records to this Request, along with the requisite privilege log are enclosed.

**Request No. 2:** *"Copies of all purchase orders issued by CCTEC to Board Solicitor, Damon Tyner, Esquire of the Law Offices of Damon G. Tyner, LLC to CCTEC covering the time period of November 1, 2023 to the present."*

**Response:** The Board's responsive records to this Request are enclosed.

**Request No. 3:** *"Copies of all checks representing payments issued by CCTEC to Board Solicitor, Damon Tyner, Esquire of the Law Offices of Damon G. Tyner, LLC to CCTEC covering the time period of November 1, 2023 to the present."*

**CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION**

2745 S. Delsea Drive, Vineland, NJ 08360

Office: 856.451.9000 | Fax: 856.451.8487 | [www.CCTECnj.org](http://www.CCTECnj.org)

**Response:** The Board does not have any responsive records to this Request. By way of further explanation, the Board does not maintain copies of checks prior to mailing; instead each Board Purchase Order has a payment label indicating the check number, date and amount paid, among other information. Accordingly, please see the Board's responsive records to Request No. 2 above.

**Request No. 4:** *Copies of any emails sent by or received by Business Administrator Megan Duffield at xxxxxxxx@xxxxxxxxxx.xxx.xx.us between the following emails: dtyner@tynerlawteam.com, dmcmonagle@tynerlawteam.com, sconsiglio@tynerlawteam.com, jplosi@tynerlawteam.com, dlong@laramiepa.com or sconsiglio218@gmail.com from the time period of November 1, 2023 to the present inclusive of the following terms: "Invoice" "Correction" "Duplicate" "Unclear" "Issue" "Reduce" "Clarify" "Audit".*

**Response:** The Board's responsive records to this Request are enclosed.

**Request No. 5:** *"Copies of any emails sent by or received by Superintendent Dina Rossi at drossi@cumberland.tec.nj.us between the following emails: dtyner@tynerlawteam.com, dmcmonagle@tynerlawteam.com, sconsiglio@tynerlawteam.com, jplosi@tynerlawteam.com, dlong@laramiepa.com or sconsiglio218@gmail.com from the time period of November 1, 2023 to the present inclusive of the following terms: "Invoice" "Correction" "Duplicate" "Unclear" "Issue" "Reduce" "Clarify" "Audit."*

**Response:** The Board does not have any responsive records to this Request.

**Request No. 6:** *"Copies of text messages sent by or received by Superintendent Dina Rossi at (609) 805-1353 between Douglas M. Long at (856) 371-2810 for the time period of June 1, 2023 to the present containing the following search terms: "Damon" "Tyner" "Solicitor" "Labor" "Admin" "Administrative" "Review" "Flat rate" "50"."*

**Response:** The Board does not have any responsive records to this Request.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the District to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ 08625, or by e-mail at grc@dca.state.nj.us, or at their website at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,



Megan Duffield  
School Business Administrator/Records Custodian

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