



August 1, 2017

FOIL Officer
Suffolk County Police Department
1630 5th Ave
Bay Shore, NY 11706

Dear FOIL Officer,

The New York Civil Liberties Union and Latino Justice submit this request for records to the Suffolk County Police Department ("SCPD") under the New York Freedom of Information Law, N.Y. Pub. Off. Law § 85, *et seq.*, for access to, and copies of the records collected by the SCPD regarding the requests described below.

Unless otherwise indicated, the time period for all documents requested below is August 1, 2013 to August 1, 2017. If responsive records did not yet exist on August 1, 2013, we seek records from the earliest date after August 1, 2013 that such records are available.

1. Documents sufficient to identify the number of individuals reported to or identified in collaboration with the SCPD as suspected gang members by the South Country Central School District and the race, ethnicity, country of origin, and age of each individual.
2. Any instructions, directives, or memoranda from the SCPD to the South Country Central School District regarding how to identify gang membership or gang activity.
3. All policies, procedures, training materials, or protocols, relating to information sharing with Immigration and Customs Enforcement ("ICE") or any other branch of the Department of Homeland Security ("DHS").
4. All contracts, memoranda of understanding, or agreements between the SCPD, ICE, or any other branch of DHS.
5. Documents sufficient to identify the number of individuals suspected or known to be gang members by the SCPD and the race, ethnicity, country of origin, and age of each individual.
6. All policies and procedures related to the SCPD's use of any gang list or database maintained by, or created in collaboration with, the SCPD.
7. Documents sufficient to identify the number of individuals whose identities the SCPD has shared with ICE or any other branch of DHS due to their inclusion in any gang list or database maintained by, or created in collaboration with, the SCPD.

8. All directives, orders, guidance, procedures, memoranda, rules, regulations, forms, and other statements of policy directing SCPD officers how to recognize gang membership or gang activity. This includes, but is not limited to, clothing, jewelry, hairstyle, shoes, tattoo, logos, makeup, symbols, graffiti tags, patterns, colors, symbols, hand gestures, songs, whistles, etc.
9. Any notices, letters, and proofs of service served on gang members or suspected gang members and associates regarding SCPD penalties for participation in a criminal street gang.
10. Documents sufficient to identify the number of times a Suffolk County Police officer was present in a meeting between a SCCSD employee and a minor student with and without the presence of the minor student's guardian or parent.

As you know, the Freedom of Information Law requires that an agency respond within five business days of receipt of a request. Therefore, we would appreciate a response as soon as possible and look forward to hearing from you shortly. If you determine that certain documents may be more quickly identified and produced than others, we are amenable to establishing a production schedule for documents that will take longer to produce.

We agree to compensate you for the cost of duplicating the records we request, as provided by law. Upon locating the requested documents, please contact us prior to photocopying and advise us of the actual costs of duplication so that we may decide whether a narrowing of the request will be necessary. To the extent that records are available in electronic format, we request that they be provided in that format.

Please furnish records to:

Kristen Burzynski
New York Civil Liberties Union Foundation
125 Broad Street, 19th Floor
New York, NY 10004
kburzynski@nyclu.org

If for any reason any portion of this request is denied, please inform us of the reasons for the denial in writing and provide the name and address of the person or body to whom an appeal should be directed. If you determine that any portion of the requested records are exempt from disclosure pursuant to FOIL, please delete only the material claimed as exempt, inform us of the basis for the exemption claim, and furnish copies of those portions of the records that you determine not to be exempt.

Sincerely,



Kristen Burzynski
New York Civil Liberties Union



Nathalia Varela
LatinoJustice PRLDEF

