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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
WORKERS' COMPENSATION AGENCY  
MARK C. LONG, DIRECTOR

SHELLY EDGERTON  
DIRECTOR

## MEMORANDUM

DATE: September 4, 2018  
TO: All Interested Parties  
FROM: Mark C. Long, WCA Director  
SUBJECT: Request for Workers' Compensation Records

Please be advised, in accordance with section 6 of the Freedom of Information Act (FOIA), MCL 15236, the Department of Licensing and Regulatory Affairs (LARA) has appointed a FOIA Coordinator. As part of the implementation, all requests for Workers' Compensation Agency documents will now be directed to the central LARA FOIA Office for processing.

This model centralizes the LARA's FOIA responsibilities enhancing efficiency through a single point of entry for customer requests and provides resource efficiency by relieving the agency of several FOIA compliance tasks. This process improvement will further allow the agency to focus their resources on research, retrieval, and review/redacting of potentially responsive public records.

Thus, we are advising that as a result of the procedural changes noted above, and to ensure our continued compliance with FOIA guidelines, customers may notice an adjustment in responsive determinations to their requests.

Finally, it should be noted that subpoenas will continue to be processed directly by the Workers' Compensation Agency.

Should you have any questions regarding this announcement please do not hesitate to contact me directly at (517) 284-8901 or by email at [longm1@michigan.gov](mailto:longm1@michigan.gov).

Any questions related to the LARA FOIA procedures should be directed to the following:

Website: [www.michigan.gov/larafoia](http://www.michigan.gov/larafoia)

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