

Kentucky Open Records Act/Open Records Requests

The following is a summary of FPB's Open Records Act policies and procedures which are included in FPB's tariff at www.fpb.cc.

What is the Kentucky Open Records Act (KORA)

The Kentucky Open Records Act (KRS 61.870 to KRS 61.884), or KORA, provides access to public records that, by law, are not exempt from disclosure. For more information on the Act, visit the Kentucky Office of the Attorney General Web site at <http://ag.ky.gov/opengov.htm>

What are public records?

Public records are those materials prepared, owned, used, possessed, maintained or retained by state and local government agencies that must be open for public inspection unless the records are excluded by any of the exemptions in the Kentucky Open Records Act. Public agencies are not required to compile information or to answer questions, but to provide only specific records responsive to a request. For more information on the exemptions and other KORA information, visit the Kentucky Office of the Attorney General Web site at <http://ag.ky.gov/opengov.htm>

Is there a cost for records?

The Frankfort Plant Board charges 10 cents per released page. The official custodian sends a letter stating how much a requester owes for records. Records will be released upon receipt of payment.

What is the timeframe for a response to my request?

State law requires a written response to an open records request be issued within five days (excluding Saturdays, Sundays and legal holidays). The five-day timeframe begins the day after receipt of the request. For more information, go to <http://ag.ky.gov/opengov.htm> and click on "Protecting Your Right to Know."

How do I request a public record?

To request copies or to inspect public records, you must make a **written** request to the Official Custodian of Records. Sign the request, print your name, state whether you are a resident of the Commonwealth, and describe the records (be specific, i.e. name, date, location) you wish to inspect or obtain copies. Please include your address and phone number. Mail, email, fax or hand-deliver your request to the following address:

Email addresses for requests: hprice@fewpb.com and kpoe@fewpb.com

Frankfort Plant Board
Attn: Hance Price/Kathy Poe
Custodian of Records
151 Flynn Avenue
Frankfort, KY 40601

The fax number is 502-223-3887. Send to the attention of Official Custodian of Records. Questions should be directed to Hance Price at 502-352-4541 or Kathy Poe at 502-352-4570.

Note: Frankfort Plant Board will attempt to fulfill all requests in a timely manner. Records generally are not immediately available at the time a request is submitted. Therefore, the timeframe to collect the requested materials may vary depending on the request.

Is there a specific form to use when submitting a request?

No. However, the FPB suggests the use of Form OAG-01 available on FPB's website.