



OFFICE *of* GOVERNMENT  
INFORMATION SERVICES

# Freedom of Information Act (FOIA) Advisory Committee

June 13, 2024

<https://www.archives.gov/ogis/foia-advisory-committee/2022-2024-term>



# Deputy Archivist Welcome



William J. Bosanko

Deputy Archivist of the  
United States



# Welcome and Updates

**Alina M. Semo**

**Director, Office of Government  
Information Services  
and Chairperson,  
FOIA Advisory Committee**





# Housekeeping



Use Webex chat for housekeeping and procedural matters only. Please submit substantive comments to: [archives.gov/ogis/public-comments](https://archives.gov/ogis/public-comments)



The YouTube chat function is not on. Please submit comments to: [archives.gov/ogis/public-comments](https://archives.gov/ogis/public-comments)



Oral public comments will be heard before the Committee final vote.



The meeting will be recorded and available on YouTube. Minutes and transcript will be posted online at: [archives.gov/ogis/foia-advisory-committee/2022-2024-term](https://archives.gov/ogis/foia-advisory-committee/2022-2024-term)



The meeting is scheduled start at 10:00 a.m. ET.



# Final Report & Recommendations

The work of the 2022-2024 term of the FOIA Advisory Committee resulted in **16** recommendations.



# Modernization Subcommittee Recommendation 2023-01

OIP should issue guidance stating that whenever an agency withholds information pursuant to Exemption 5, the agency should identify the corresponding privilege(s) invoked in redaction labels and, if the record is withheld in full, in its determination letter.

*(Passed June 8, 2023)*



# Modernization Subcommittee Recommendation 2024-01

OIP should publish the Committee's Model Determination Letter as a best practices reference for agencies.

*(Passed March 5, 2024)*



# Modernization Subcommittee Recommendation 2024-02

OIP should issue guidance encouraging agencies to proactively offer requesters the opportunity to discuss their request with an agency representative.

*(Passed April 4, 2024)*





# Modernization Subcommittee Recommendation 2024-03

OIP should issue guidance encouraging agencies to provide requesters an interim response consisting of a small sample of documents.

*(Passed April 4, 2024)*



# Resources Subcommittee Recommendation 2024-04

OIP should issue guidance to all Chief FOIA Officers outlining the minimum requirements for training to agency staff, including non-FOIA professionals.

*(Passed April 4, 2024)*



# Resources Subcommittee Recommendation 2024-05

The Office of Personnel Management (OPM) should add the 0306 Government Information Specialist (GIS) Job Series to the direct hiring authority list.

*(Passed April 4, 2024)*



# Resources Subcommittee Recommendation 2024-06

The Chief FOIA Officers Council, through its Committee on Cross-Agency Collaboration and Innovation (COCACI), should organize agencies to participate in a “talent pool” posting through OPM.

*(Passed April 4, 2024)*



# Resources Subcommittee Recommendation 2024-07

The Chief FOIA Officers Council, through its Committee on Cross-Agency Collaboration and Innovation (COCACI), should create and maintain a database on its website of position descriptions in the Government Information Specialist (GIS) job series at various grades.

*(Passed April 4, 2024)*



# Resources Subcommittee Recommendation 2024-08

The General Services Administration (GSA) should create a labor category on the GSA schedule specifically for FOIA contractors to facilitate efficient procurement if an agency determines it needs contractor support.

*(Passed April 4, 2024)*



# Modernization Subcommittee Recommendation 2024-09

Federal agencies should expand public engagement activities focused on improving all aspects of their FOIA process.

*(Passed April 4, 2024)*



# Modernization Subcommittee Recommendation 2024-10

The Archivist of the United States should propose that the Office of Management and Budget, the Office of Information Policy, and other agency participants in future U.S. National Action Plans for Open Government include new and continuing commitments to improving FOIA administration.

*(Passed April 4, 2024)*





# Resources Subcommittee Recommendation 2024-11

The Chief FOIA Officers (CFO) Council should form a working group to analyze the interest in and the need for 1) a shared FOIA case management system and 2) a centralized record repository for use by federal agencies and the public.

*(Passed April 4, 2024)*



# Modernization Subcommittee Recommendation 2024-12

The Chief FOIA Officers Council Technology Committee and interested agencies should publish requests for information (RFIs) on the subject of artificial intelligence (AI) tools and techniques as an aid to FOIA processing.

*(Passed April 4, 2024)*



# Implementation Subcommittee Recommendation 2024-13

OGIS and OIP should follow up with selected agencies and other government entities in an effort to increase compliance with past recommendations of the FOIA Advisory Committee.

*(Passed May 9, 2024)*



# Implementation Subcommittee Recommendation 2024-14

OIP should include one or more specific questions in Chief FOIA Officer reports requesting agencies to report on activities that they have implemented consistent with selected FOIA Advisory Committee recommendations.

*(Passed May 9, 2024)*



# Implementation Subcommittee Recommendation 2024-15

The FOIA Advisory Committee should create a working group to study the implementation of past recommendations.

*(Passed May 9, 2024)*



# FOIA Advisory Committee

## Public Comments

<https://www.archives.gov/ogis/foia-advisory-committee/public-comments>



National Archives Identifier 205581775



# 2024-2026 FOIA Advisory Committee Term



Accepting nominations  
through July 15, 2024

Scan QR code for details



# FOIA Advisory Committee



Mark your calendars!

The first meeting of  
2024-2026 term is  
**Monday, September 9, 2024**

National Archives Identifier 44267671