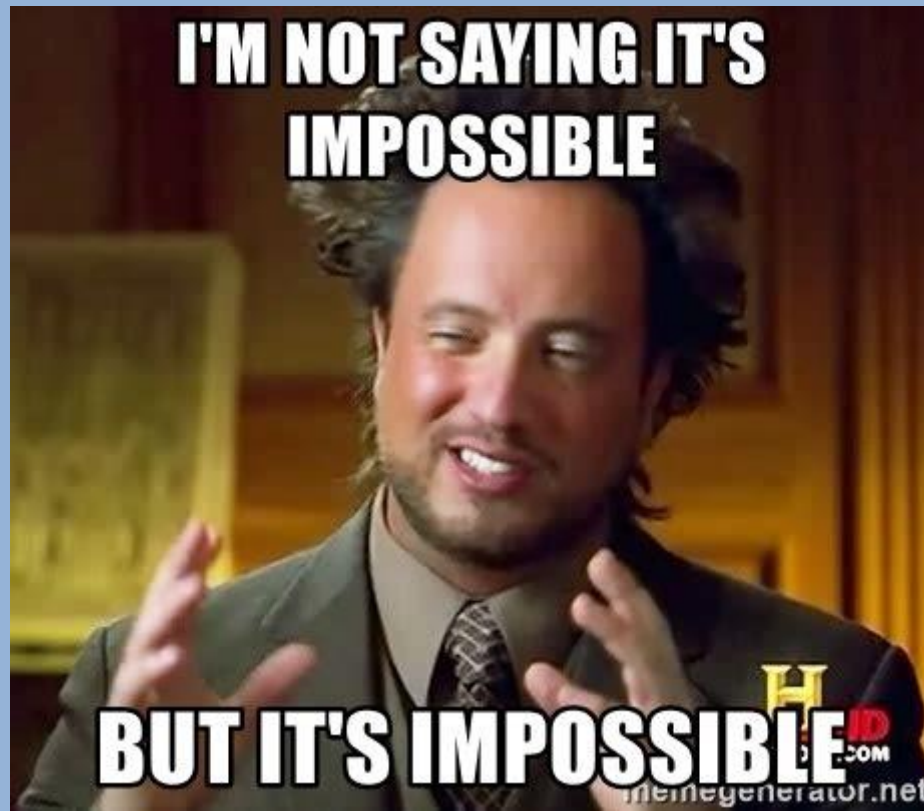


How to Follow the PIA Without Drowning in Paperwork

Eric C. Farrar

Olson & Olson LLP



Impossible?



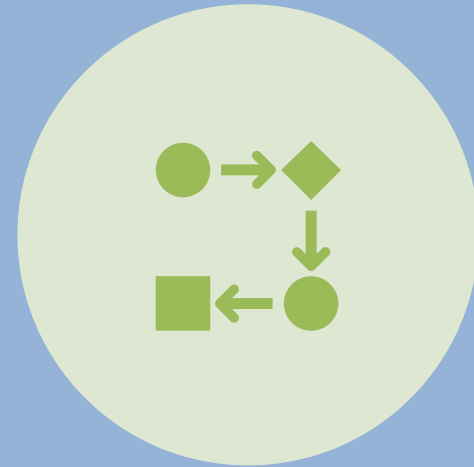
Impossible?



Management/Tracking



SPREADSHEET



WORKFLOW CHART

Spreadsheet

PIR File #	Request Status	To be done by:	City	Requestor	Request:	Date Rec'd	10-Day Deadline: *Holidays calculated	Comments	15-Day Deadline
	1. COMPLETE	Eric Farrar			Requesting video and personnel file relating to Incident/Report #xxxxx	11/22/2021	12/8/21		
	3. Pending AG ruling	Eric Farrar			Copies of full investigation report for Case #xxxxx	12/1/2021	12/15/21		
	4. IN PROCESS	Eric Farrar			Copy of Incident Report for Case #xxxxx	12/3/2021	12/17/21		

Workflow

- Basic timeline
- Responsibilities
 - (e.g., legal review, copies, mailing)
- Clarity
- Training/Turnover

Redaction

The screenshot shows the Adobe Acrobat Pro DC interface. The title bar reads "Holcim (US) Inc v Ellis County Appraisal District.pdf - Adobe Acrobat Pro DC (32-bit)". The menu bar includes File, Edit, View, E-Sign, Window, Help, and Pro Filing. The toolbar shows various navigation and editing tools. The main content area displays a PDF document with the following text:

RELEASED FOR PUBLICATION IN THE
PERMANENT LAW REPORTS. UNTIL RELEASED,
IT IS SUBJECT TO REVISION OR WITHDRAWAL.

Court of Appeals of Texas, Texarkana.

HOLCIM (US) INC. and Holcim Texas
Limited Partnership, Appellants
v.
ELLIS COUNTY APPRAISAL DISTRICT, Appellee

No. 06-20-00096-CV
|
Date Submitted: June 1, 2021
|
Date Decided: November 18, 2021

On Appeal from the 40th District Court, Ellis County, Texas,
Trial Court No. 104026

Attorneys and Law Firms
John J. Shaw, Fort Worth, Robert J. Myers, San Antonio, for

217, 224 (Tex. 2004). We review the trial court's ruling on a
plea to the jurisdiction de novo. *Chambers-Liberty Cty.
Navigation Dist. v. State*, 575 S.W.3d 339, 345 (Tex. 2019).
This case also presents questions of statutory construction,
which we also review de novo. *Id.*

A plea to the jurisdiction can challenge either the pleadings
or the existence of jurisdictional facts. *See Miranda*, 133
S.W.3d at 226–27. Where, as here, “a plea to the jurisdiction
challenges the existence of jurisdictional facts, we consider
relevant evidence submitted by the parties when necessary
to resolve the jurisdictional issues raised,” even where those
facts may implicate the merits of the cause of action.” *City of
Waco v. Kirwan*, 298 S.W.3d 618, 622 (Tex. 2009) (quoting
Miranda, 133 S.W.3d at 227).

Parties may submit evidence supporting or opposing the
plea, which we review under the same standard applicable
to a traditional motion for summary judgment. *Chambers-*

Redaction

The screenshot displays the Adobe Acrobat Pro DC interface. The title bar reads "Holcim (US) Inc v Ellis County Appraisal District_Redacted.pdf - Adobe Acrobat Pro DC (32-bit)". The menu bar includes "File", "Edit", "View", "E-Sign", "Window", "Help", and "Pro Filing". The toolbar shows various icons for file operations, navigation, and editing. The main window is titled "Redact" and contains a sidebar with the following text:

Court of Appeals of Texas, Texarkana.

HOLCIM (US) INC. and Holcim Texas
Limited Partnership, Appellants
v.
ELLIS COUNTY APPRAISAL DISTRICT, Appellee

No. 06-20-00096-CV
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Attorneys and Law Firms

John J. Shaw, Fort Worth, Robert J. Myers, San Antonio, for
Appellants.

Cassandra Bayton, Eric C. Ferrar, Sands J. Stiefer, David

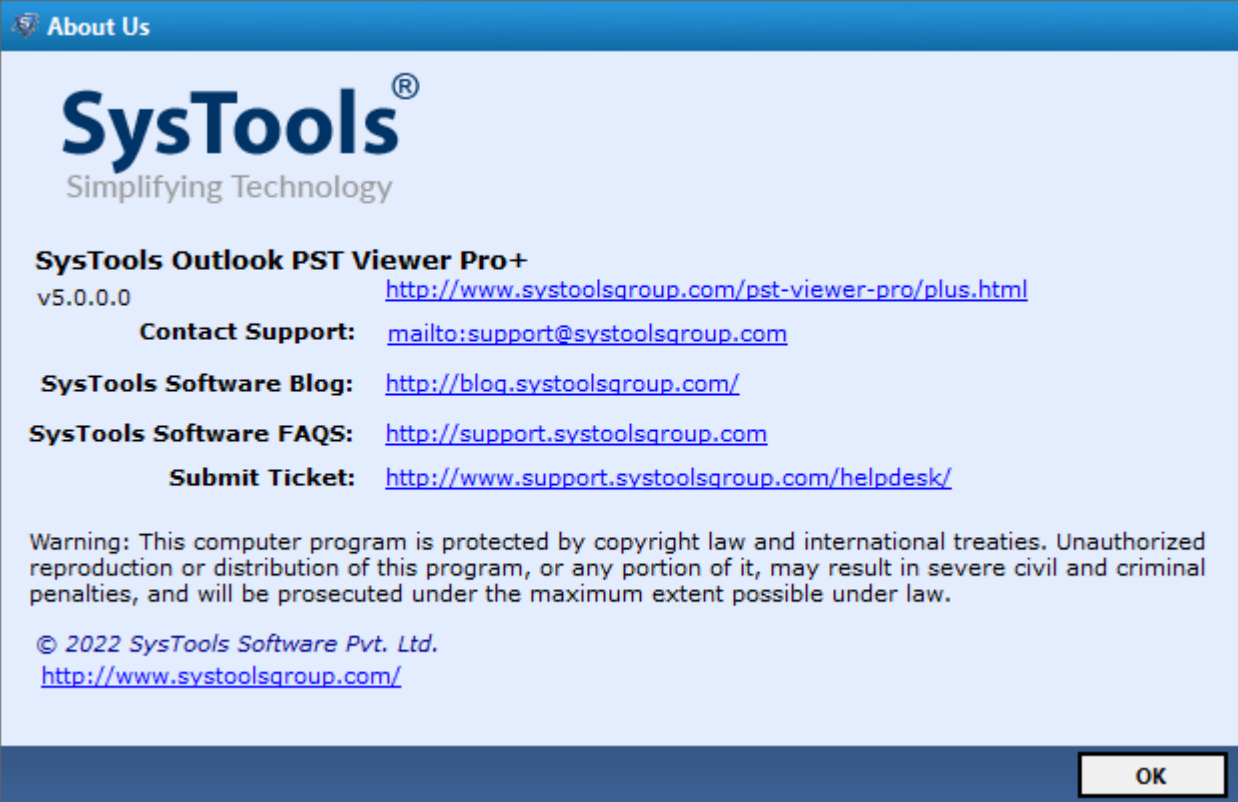
The main document area shows a legal opinion. The first paragraph reads: "Navigation Dist. v. State, 575 S.W.3d 339, 345 (Tex. 2019). This case also presents questions of statutory construction, which we also review de novo. *Id.*"

The second paragraph begins with a redacted name: "[REDACTED] can challenge either the pleadings or the existence of jurisdictional facts. See *Miranda*, 133 S.W.3d at 226–27. Where, as here, ‘‘a plea to the jurisdiction challenges the existence of jurisdictional facts, we consider relevant evidence submitted by the parties when necessary to resolve the jurisdictional issues raised,’’ even where those facts may implicate the merits of the cause of action.” *City of Waco v. Kirwan*, 298 S.W.3d 618, 622 (Tex. 2009) (quoting *Miranda*, 133 S.W.3d at 227).

The third paragraph begins with another redacted name: "[REDACTED] supporting or opposing the plea, which we review under the same standard applicable to a traditional motion for summary judgment. *Chambers-Liberty Cty. v. Navigation Dist.*, 575 S.W.3d at 345 (citing *Sampson v. Univ. of Tex. at Austin*, 500 S.W.3d 380, 384 (Tex. 2016)).”

The right sidebar contains a vertical list of icons for various tools, including a redaction tool (highlighted in pink), a search tool, a comment tool, and a signature tool.

Emails



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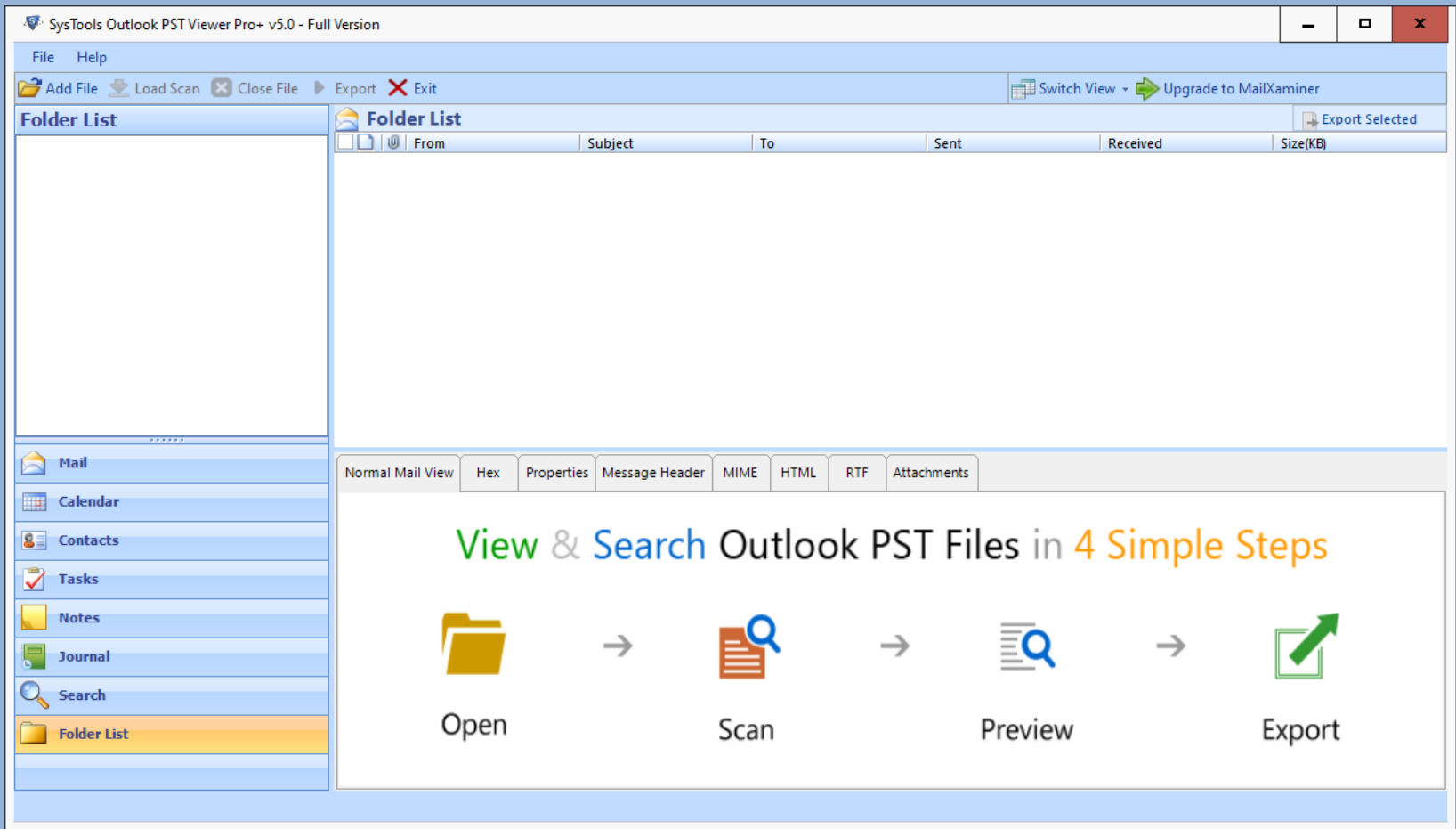
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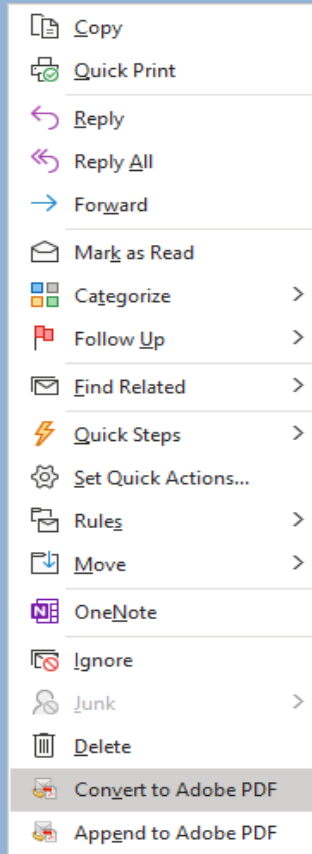
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OK

Emails



Emails



Easy Button!



Templates

- Commonly asserted exceptions
- Form language (e.g., Section 552.130)
- Copy and paste
 - Avoid complacency

Questions?

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