

EXECUTIVE OFFICE

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MEMORANDUM

DATE	August 15, 2023
TO	Ken Brown DCA, Facilities Management Unit
FROM	<i>Linda Janssen</i> Linda Janssen, Deputy Chief Licensing, Administration, and Consumer Assistance Division
SUBJECT	Site Disclosure Exemption from Public Records Act - Windsor Vehicle Storage

The Bureau of Automotive Repair (BAR), Field Operations and Enforcement Division is requesting site disclosure exemption from the Public Records Act for all temporary and permanent warehouse locations throughout the state.

The Automotive Repair Act (Act) requires BAR to investigate violations, and initiate action against Automotive Repair Dealers, Smog Check Stations and Technicians/Inspectors, and Brake and Lamp Stations and Adjusters that fail to comply with the Act or its regulations. The Field Operations and Enforcement Division will utilize secured warehouse space as covert operations to provide vehicles for developing investigative cases. BAR is working with the DCA Facilities Management Unit and the Department of General Services (DGS) to obtain both temporary and permanent warehouse locations throughout the state to house evidence and undercover vehicles. This exemption for site disclosures requires DGS to mark all executed leases as "Confidential", thereby removing any public access to the documents and location sites.

The address and physical location of the warehouse locations will be kept confidential to ensure the success of the operations. BAR will not install business signage at any warehouse location or use these addresses for mailing purposes. Access will be restricted to BAR staff and no public access will be allowed.

If you have questions or need any additional information, please contact Deputy Chief Linda Janssen at (916) 403-8614.

Cc: Erin Wilson, BAR Business Services Unit