



**pennsylvania**  
OFFICE OF OPEN RECORDS

**FINAL DETERMINATION**

<b>IN THE MATTER OF</b>	:	
	:	
<b>TREVOR MATTIS,</b>	:	
<b>Requester</b>	:	
	:	
<b>v.</b>	:	<b>Docket No.: AP 2016-1198</b>
	:	
<b>PENNSYLVANIA DEPARTMENT OF</b>	:	
<b>CORRECTIONS,</b>	:	
<b>Respondent</b>	:	

On July 13, 2016, Trevor Mattis (“Requester”), an inmate at SCI-Forest, submitted an appeal to the Office of Open Records (“OOR”), challenging the Pennsylvania Department of Corrections’ (“Department”) purported denial of his request made pursuant to the Right-to-Know Law (“RTKL”), 65 P.S. §§ 67.101 *et seq.* However, the Requester’s appeal submission did not include a complete copy of the Department’s response. For the reasons that follow, the appeal is **dismissed**.

On July 14, 2016, the OOR issued an Order notifying the Requester that the appeal was deficient because it failed to include a complete copy of the Department’s response. The OOR informed the Requester that he was required to cure the deficiency and directed him to file a copy of the Department’s response pursuant to 65 P.S. § 67.1303(b). To date, the Requester has failed to comply with the OOR’s Order.

By failing to include a copy of the Department’s response, the record in this appeal is not sufficient. Without this document, the OOR does not have a complete record upon which to base its determination. Additionally, the OOR would be unable to present a complete record on appeal to an appellate court, as required by Section 1303(b) of the RTKL. As the Requester has failed to comply with the OOR’s Order, this matter is dismissed.

For the foregoing reasons, the appeal is **dismissed**, and the Department is not required to take any further action. This Final Determination is binding on all parties. Within thirty days of the mailing date of this Final Determination, any party may appeal or petition for review to the

Commonwealth Court. 65 P.S. § 67.1301(a). All parties must be served with notice of the appeal. The OOR also shall be served notice and have an opportunity to respond according to Section 1303. However, as the quasi-judicial tribunal adjudicating this matter, the OOR is not a proper party to any appeal and should not be named as a party.<sup>1</sup> This Final Determination shall be placed on the website at: <http://openrecords.pa.gov>.

**FINAL DETERMINATION ISSUED AND MAILED: July 22, 2016**

/s/ Magdalene C. Zeppos

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APPEALS OFFICER  
MAGDALENE C. ZEPPOS, ESQ.

Sent to: Trevor Mattis, BH-3126;  
Andrew Filkosky (via e-mail only)

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<sup>1</sup> *Padgett v. Pa. State Police*, 73 A.3d 644, 648 n.5 (Pa. Commw. Ct. 2013).