

FOIA REQUEST INSTRUCTIONS

If you would like to obtain information from the County of Kankakee, you should begin by writing down a list of the information you are seeking.

Then prepare a letter to the County of Kankakee.

Select from the list of FOIA officers to whom you wish your request to go.

Your letter should include your name, your address, the date and a daytime phone number so that the public body can contact you if they have any questions.

Describe the information you are seeking with sufficient detail so that the public body can find the requested record.

Provide as much information as possible in your request on the subject matter may expedite the public body's search.

FIOA Officers:

Becky Powell: Kankakee County FOIA Officer

Departments: Sheriff, Corrections, Coroner, Admin, Finance, Treasurer, IT, Planning, GIS, Recorder, Assessor, County Clerk, Maintenance, Highway, Animal Control

bpowell@k3county.net 3000

South Justice Way,
Kankakee, IL 60901

Jake M. Lee: Kankakee County Auditor's Office FOIA Officer

auditor@k3county.net

189 E. Court Street, 4thFloor
Kankakee, IL 60901

Jodi Trudeau: Kankakee County State's Attorney FOIA Officer

jtrudeau@k3county.net

189 E. Court Street, 6thFloor
Kankakee, IL 60901

John Bevis: Kankakee County Health Dept. FOIA Office

jbevis@kankakeehealth.org

2390 West Station,
Kankakee, IL 60901

Tammy Peterson: Kankakee County ETSB (9-1-1) FOIA Officer

tpeterson@k3county.net

2380 West Station,

Kankakee, IL 60901

Paula Sutter: Regional Office of Education, (I-KAN) FOIA Officer

psutter@i-kan.org

1 Stuart Drive,

Kankakee, IL 60901

Karen Smietanski: Kankakee County Veterans Assistance Center FOIA Officer

ksmietanski@k3county.net

189 E. Court Street, 4th Floor

Kankakee, IL 60901