

FOIA Search regarding district email:

All district email is maintained on Google servers through a “Vault”. Google servers are cloud based, not in the district data center. All emails, even those deleted from the sender or receivers mailboxes, are kept in the Vault.

When searching, criteria is entered as requested through the FOIA process: specific email account addresses, dates, email subjects and/or content can be searched.

For the Feb 13th request, the email accounts of all board members and the date of February 13, 2020 was entered into the search parameters.

When investigating this further, it was discovered that the Google Vault search is defaulted to GMT time (Greenwich Mean Time). See screenshot provided:

The search was executed with GMT+00:00 time zone. The dates and times of the results are shown in GMT+00:00 time zone.

The time zone difference between GMT+00:00 and Irmo, SC is -04:00. See screenshot provided:

The screenshot shows the Greenwich Mean Time website interface. At the top, it says "Greenwich Mean Time.com" and "TIME-ZONE > GMT-PLUS-0". There is a search bar with "ENHANCED BY Google" and a search icon. Below the search bar are navigation links: "Converters", "Timepieces", "Articles", and "Time Zones". The main content area shows a date selection of "5/4/2020" and a location input field "Enter a location". Below this is a table with three rows:

Location	Time	Date	Time Zone
Irmo	12:39	05/04	GMT -04:00
GMT	16:39	05/04	GMT +00:00
GMT+0	16:39	05/04	GMT +00:00

Because of the 4 hour difference, any email sent after 8:00 p.m., will show up in the Vault as the next calendar day. When manually opening individual emails, this discrepancy was discovered since the time zone of the individual email itself is logged as a local time zone.

This search is being modified to match the proper time zone in the search criteria, as will all future searches through Google Vault. This particular search was very specific, unlike other searches that typically include a date range, therefore bringing this to light.