



From the Desk of Matthew Dowling



Thursday, May 28, 2026

VIA EMAIL AND U.S. MAIL

Fayette County Solicitor
Fayette County Courthouse
61 East Main Street
Uniontown, PA 15401

Fayette County Commissioners
Fayette County Courthouse
61 East Main Street
Uniontown, PA 15401

61 East Main Street
Uniontown, PA 15401

Open Records Officer
Fayette County Courthouse
61 East Main Street
Uniontown, PA 15401

Fayette County Information
Technology Department
Fayette County Courthouse

Jon R. Marietta Jr.
Fayette County Recorder of Deeds
Office
61 East Main Street
Uniontown, PA 15401

RE: Preservation of Records and Electronically Stored Information

To Whom It May Concern:

Please accept this correspondence as a formal preservation demand regarding records, electronically stored information ("ESI"), metadata, administrative records, communications, and related materials associated with the Fayette County Recorder of Deeds Office, including but not limited to matters implicated by recent Right-to-Know Law requests, administrative responses, social media activity, website administration, and related official communications.

This preservation request is made because litigation, administrative appeals, ethics proceedings, criminal investigation, or other governmental review now appear reasonably foreseeable.

Accordingly, all recipients are requested to immediately preserve and suspend any routine deletion, destruction, overwriting, rotation, wiping, or alteration of potentially relevant records and ESI, including but not limited to the following categories:

1. Social Media and Administrative Records
 - Facebook Page administrative records
 - Meta Business Suite records
 - Page role assignments
 - Administrative access logs
 - Moderation logs
 - Audit logs
 - Deleted or archived posts/comments/messages
 - Account recovery or authentication records
 - Group posting activity records
2. Website and Hosting Records
 - Domain registration records
 - DNS records
 - SSL certificate records
 - Hosting agreements
 - Hosting invoices
 - Registrar records
 - Website administrative access logs
 - Website backups
 - Website analytics
 - WordPress administrative records
 - Plugin and theme records
 - Redirect configuration records

3. Device and Access Records

- County-issued mobile devices
- Personally owned devices used for official business
- Device assignment records
- Mobile device management records
- Browser logs
- Authentication records
- Login records
- VPN logs
- IP access logs

4. County IT Infrastructure Records

- Firewall logs
- Proxy logs
- DNS logs
- Email metadata
- Email retention records

- Security logs
- SIEM records
- Backup records
- Retention schedules
- Records management policies

5. Communications

- Emails
- Text messages
- Internal memoranda
- Communications with contractors or consultants
- Communications regarding website administration
- Communications regarding social media administration
- Communications regarding RTKL responses or preservation issues

This request includes preservation of metadata and native electronic formats wherever available.

Recipients are further requested to ensure that all third-party vendors, contractors, consultants, website hosts, social media administrators, managed service providers, and IT providers with custody or control over potentially relevant records are notified of this preservation obligation immediately.

Nothing in this letter should be construed as an accusation of wrongdoing against any individual. Rather, this request is intended to ensure the integrity and availability of records while ongoing legal and administrative processes proceed.

Please confirm in writing that reasonable preservation measures have been implemented.

Respectfully submitted,



Matthew David Dowling

Sent to:

