



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Taylor N. Hatch
Secretary

DATE: January 28, 2026

TO: Child Protection Directors

FROM: Brooke Bass, Assistant Secretary for Child & Family Well-Being ^{BB}

SUBJECT: CPI Exemption from Florida's Public Records Law

PURPOSE: This memorandum serves as a reminder to all Child Protective Investigators (CPIs) of their eligibility for public records exemptions under s. 119.071, Florida Statutes (F.S.), and to outline the process for verifying active exemption and/or to request exemption.

BACKGROUND: Florida's public records law (Chapter 119, F.S., and Article I, section 24(a), Florida Constitution) provides broad public access to government records. In recognition that certain public employees face increased safety risks due to the nature of their work, the legislature created specific exemptions for their personal identifying information.

Current and former personnel of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities are included in the same statutory category as sworn law enforcement officers, correctional officers, and certain staff of the Departments of Health and Revenue. As a result, specified personal information about CPIs and their immediate family members may be exempt from public disclosure when the statutory conditions are met.

These exemptions apply to covered personal information contained in public records held by and within the Department, subject to the specific terms of the statute. Work locations, official work email addresses, and general business contact information may still be subject to disclosure, consistent with law.

1. How the exemption is applied

- Upon hire, CPIs are automatically flagged through the HR onboarding process, and this protected status is documented within People First.
- The exemption remains in effect for the duration of employment in a qualifying position and, for specified categories, continues following separation in accordance with statutory requirements.

2. How to Confirm Your Exemption Status

- Log into People First, select Personal Info, and then select Personal Info again. At the bottom of the screen, you will see several options: Sworn/Certified, Restricted Employee, Restricted Relative, Protected Identity, and Publish Nickname.
- If the Restricted Employee box is checked, your exemption is active. If it is not checked and you meet the qualifications outlined in CFOP 60-8, Chapter 1, and s. 119.071, F.S., please contact HR by creating a DASH Service Request for Staffing (Service Requested type is Miscellaneous Personal Action).

2415 North Monroe Street, Suite 400, Tallahassee, Florida 32303-4190

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3. Note on Protection of Family Information

- While the Department ensures that the personal information of employees, their spouses, and their children is protected within Department systems and personnel records, the Department does not manage or extend these protections to records maintained by external agencies or organizations. Employees who require their information to be protected in systems outside of the Department must contact those agencies directly to request the appropriate exemptions.

ACTION REQUIRED: Please share this memorandum with all CPIs and supervisory staff. Verify your exemption status in People First to ensure it is active. If it is not current, promptly contact Human Resources so your information can be updated in accordance with s. 119.071, F.S., and CFOP 60-8, Ch. 1.

CONTACT INFORMATION: If you have any questions regarding this memo please contact Roberto A. Mendoza, CPI Policy Specialist, at Roberto.Mendoza1@myfilfamilies.com

cc: Community Directors
Grainne O'Sullivan, Director of Children's Legal Services