

RIGHT TO KNOW ADVISORY COMMITTEE

LEGISLATIVE SUBCOMMITTEE MEETING

DRAFT AGENDA

June 28, 2010

1:00 p.m.

Room 438, State House

Welcome and introductions

1. Review of Legislative Subcommittee tasks

- Use of communication technologies to ensure that decisions are made in proceedings that are open and accessible to the public;
- Consideration of revision of penalties for violations of the freedom of access laws;
- Whether partisan party caucuses should be specifically excluded from the definition of "public proceedings";
- Protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents;
- Policy on whether e-mail addresses are public records;
- Central Voter Registry;
- Social Security Numbers;
- Use of technology in attending meetings;
- Keeping records of public proceedings; and
- Scope of review process (1 MRSA §434 criteria)

2. E-mail issues

- Protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents
- Policy on whether e-mail addresses are public records

3. Communications technologies

- Use of communication technologies to ensure that decisions are made in proceedings that are open and accessible to the public
- Use of technology in attending meetings

4. Other

Next Subcommittee Meeting: Monday July 12, 2010, Room 438 State House

Adjourn

RIGHT TO KNOW ADVISORY COMMITTEE

LEGISLATIVE SUBCOMMITTEE MEETING

DRAFT AGENDA

July 12, 2010

1:00 p.m.

Room 438, State House

Welcome and introductions

I Issues from June 28, 2010 meeting

- A. Continuing discussion: Whether e-mail addresses should be public records
- B. Continuing Discussion: Ensure that decisions are made in proceedings that are open and accessible to the public
- C. Draft legislation: Protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents
- D. Draft legislation: Use of technology by members attending meetings

II Consideration of revision of penalties for violations of the freedom of access laws

III Whether partisan party caucuses should be specifically excluded from the definition of "public proceedings"

IV Scope of review process (1 MRSA §434 criteria)

V Review of Legislative Subcommittee tasks

- 1. Examine use of communication technologies to ensure that decisions are made in proceedings that are open and accessible to the public;
- 2. Consideration of revision of penalties for violations of the freedom of access laws;
- 3. Whether partisan party caucuses should be specifically excluded from the definition of "public proceedings";
- 4. Protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents;
- 5. Policy on whether e-mail addresses are public records;
- 6. Central Voter Registry;
- 7. Social Security Numbers;
- 8. Use of technology in attending meetings;
- 9. Keeping records of public proceedings; and
- 10. Scope of review process (1 MRSA §434 criteria).

VI Other

Next Legislative Subcommittee Meeting: Monday July 19, 2010, 1:00 p.m., Room 438 State House
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Adjourn

RIGHT TO KNOW ADVISORY COMMITTEE

LEGISLATIVE SUBCOMMITTEE MEETING

DRAFT AGENDA

July 19, 2010

1:00 p.m.

Room 438, State House

Welcome and introductions

I Continuing work

- A. Draft legislation: e-mail addresses; distribution list
- B. Draft legislation: public proceedings (voted; final draft)
- C. Draft legislation: confidential information in communications
- D. Draft legislation: Use of technology by members attending meetings
- E. Penalty revision options
- F. Scope of review process (§434 criteria)
- G. Caucuses?

II Recap of confidential information in the Central Voter Registration System (CVR)

III Protection of Social Security Numbers

IV Keep records of public proceedings

V Other?

No additional Legislative Subcommittee meetings are scheduled - yet.
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Adjourn

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RIGHT TO KNOW ADVISORY COMMITTEE

LEGISLATIVE SUBCOMMITTEE MEETING

DRAFT AGENDA

August 30, 2010

1:00 p.m.

Room 438, State House

Welcome and introductions

- I Issues from July 19, 2010 meeting
 - A. Draft legislation: Ensure that decisions are made in proceedings that are open and accessible to the public
 - B. Draft legislation: Protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents
 - C. Draft legislation: Protection of Social Security Numbers
 - D. Draft legislation: Making and maintaining records of public meetings

- II Review of Legislative Subcommittee tasks
 - 1. Examine use of communication technologies to ensure that decisions are made in proceedings that are open and accessible to the public (see I, A above);
 - 2. Consideration of revision of penalties for violations of the freedom of access laws (no change recommended);
 - 3. Whether partisan party caucuses should be specifically excluded from the definition of "public proceedings" (no change recommended);
 - 4. Protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents (see I, B above);
 - 5. Policy on whether e-mail addresses are public records (no change recommended);
 - 6. Central Voter Registry (no change recommended);
 - 7. Social Security Numbers (see I, C above);
 - 8. Use of technology in attending meetings (recommending draft to full Advisory Committee, not unanimous);
 - 9. Keeping records of public proceedings (see I, D above); and
 - 10. Scope of review process (1 MRSA §434 criteria) (recommending draft to full Advisory Committee)

- III Other

No Legislative Subcommittee meetings scheduled

Full Advisory Committee meeting scheduled for Thursday, September 23, 2010, 1:00 p.m.

Adjourn

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RIGHT TO KNOW ADVISORY COMMITTEE

PUBLIC RECORD EXCEPTIONS SUBCOMMITTEE MEETING

DRAFT AGENDA

October 18, 2010

1:00 p.m.

Room 438, State House

Welcome and introductions

- I Update on CHRIA
Staff

- II Public Records Exceptions Review
 - Continue review of Bureau of Insurance statutes (82-116)
 - Department of Public Safety statutes (117-123)
 - Department of Agriculture statutes (23-24)
 - Maine Health Data Organization statutes (53)

- III Schedule future meetings

- IV Other?

Adjourn

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RIGHT TO KNOW ADVISORY COMMITTEE
BULK RECORDS SUBCOMMITTEE MEETING
DRAFT AGENDA
October 27, 2010
10:00 a.m.
Room 438, State House

Welcome and introductions

- I. Update on status of litigation and OIT Bulk Data Stakeholders Group**
- II. Responses to “reasonable fees” proposed legislation** (public testimony and written responses)
 - A. Input from agencies, other governmental entities and other stakeholders regarding the proposed draft for reasonable fees
 - B. Explanations from agencies and other governmental entities regarding their statutory authority to set fees by rulemaking and whether the proposed language would conflict with their existing authority; and
- III. Information regarding examples of other states’ definitions of “bulk data” and “bulk records”** (staff)
- IV. Next steps regarding “bulk data” and “bulk records”?**
- IV. Direction regarding other issues previously discussed**
 - A. Proposed change in law that excepts SSNs from public records under the freedom of access laws - concerns, problems, costs, questions from agencies, municipalities and individuals regarding proposal (may require public hearing)
 - B. Issues from PL 2009, c. 567, Sec. 11
 - Public access to databases
 - The acceptable formats for responses to requests, including electronic and paper
 - The appropriate role for InforME in responding to requests for public records in bulk
- V. Other business**

Adjourn

RIGHT TO KNOW ADVISORY COMMITTEE

PUBLIC RECORD EXCEPTIONS SUBCOMMITTEE MEETING

DRAFT AGENDA

November 4, 2010

1:30 p.m.

Room 438, State House

Welcome and introductions

- I Update on CHRIA
Staff
- II Public Records Exceptions Review
Continue review of Title 24 and Title 24-A statutes (82-116)
Other Exceptions ready for review
- III Schedule future meetings
- IV Other?

Adjourn

RIGHT TO KNOW ADVISORY COMMITTEE

LEGISLATIVE SUBCOMMITTEE MEETING

DRAFT AGENDA

November 18, 2010

11:00 a.m.

Room 437, State House

Welcome and introductions

I Pending issues

- A. Draft legislation: protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents (examples from other states)
- B. Draft legislation: Making and maintaining records of public meetings (amendment proposed by MMA)
- C. Website disclaimer or warnings about public nature of emails
- D. Draft legislation & issues discussed: the requirement for education and training of public officials
- E. Review of feedback from entities whose current statutes allow meetings via communication technology when less than a quorum is physically present: Finance Authority of Maine, the Emergency Medical Services Board, the Ethics Commission, and the Workers' Compensation Board

II Other business

Full Advisory Committee meeting scheduled for Thursday, November 18, 2010, 1:00 p.m.
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Adjourn

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RIGHT TO KNOW ADVISORY COMMITTEE

LEGISLATIVE SUBCOMMITTEE MEETING

DRAFT AGENDA

November 24, 2010

12:00 noon

Room 438, State House

Welcome and introductions

I Pending issue

Revised draft legislation: protection of private information contained in e-mail and other forms of communication that are sent and received by public officials, particularly communications between elected public officials and their constituents (confidential exceptions in public records)

II Other business?

Adjourn