

1 ENGROSSED SENATE  
2 BILL NO. 1031

By: Treat of the Senate

3 and

4 Echols of the House

5  
6 An Act relating to the Oklahoma Open Meeting Act;  
7 amending 25 O.S. 2011, Sections 307.1 and 311, as  
8 last amended by Sections 3 and 4, Chapter 3, O.S.L.  
9 2020 (25 O.S. Supp. 2020, Sections 307.1 and 311),  
10 which relate to videoconferences and teleconferences  
11 and notice; reinstating certain temporary provisions;  
12 specifying expiration date of temporary provisions;  
13 requiring publication of certain documents or  
14 materials; prohibiting modification of method of  
15 public meeting under certain circumstances; and  
16 declaring an emergency.

17 BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

18 SECTION 1. AMENDATORY 25 O.S. 2011, Section 307.1, as  
19 last amended by Section 3, Chapter 3, O.S.L. 2020 (25 O.S. Supp.  
20 2020, Section 307.1), is amended to read as follows:

21 Section 307.1. A. Except as provided in subsections C and D of  
22 this section, a public body may hold meetings by videoconference  
23 where each member of the public body is visible and audible to each  
24 other and the public through a video monitor, subject to the  
25 following:

- 26 1. a. except as provided for in subparagraph b of this  
27 paragraph, no less than a quorum of the public body

1 shall be present in person at the meeting site as  
2 posted on the meeting notice and agenda,

3 b. a virtual charter school approved and sponsored by the  
4 Statewide Virtual Charter School Board pursuant to the  
5 provisions of Section 3-145.3 of Title 70 of the  
6 Oklahoma Statutes shall maintain a quorum of members  
7 for the entire duration of the meeting whether using  
8 an in-person site, videoconference sites or any  
9 combination of such sites to achieve a quorum; and

10 c. each public meeting held by videoconference or  
11 teleconference shall be recorded either by written,  
12 electronic, or other means;

13 2. The meeting notice and agenda prepared in advance of the  
14 meeting, as required by law, shall indicate if the meeting will  
15 include videoconferencing locations and shall state:

16 a. the location, address, and telephone number of each  
17 available videoconference site, and

18 b. the identity of each member of the public body and the  
19 specific site from which each member of the body shall  
20 be physically present and participating in the  
21 meeting;

22 3. After the meeting notice and agenda are prepared and posted,  
23 as required by law, no member of the public body shall be allowed to  
24

1 participate in the meeting from any location other than the specific  
2 location posted on the agenda in advance of the meeting;

3 4. In order to allow the public the maximum opportunity to  
4 attend and observe each public official carrying out the duties of  
5 the public official, a member or members of a public body desiring  
6 to participate in a meeting by videoconference shall participate in  
7 the videoconference from a site and room located within the district  
8 or political subdivision from which they are elected, appointed, or  
9 are sworn to represent;

10 5. Each site and room where a member of the public body is  
11 present for a meeting by videoconference shall be open and  
12 accessible to the public, and the public shall be allowed into that  
13 site and room. Public bodies may provide additional videoconference  
14 sites as a convenience to the public, but additional sites shall not  
15 be used to exclude or discourage public attendance at any  
16 videoconference site;

17 6. The public shall be allowed to participate and speak, as  
18 allowed by rule or policy set by the public body, in a meeting at  
19 the videoconference site in the same manner and to the same extent  
20 as the public is allowed to participate or speak at the site of the  
21 meeting;

22 7. Any materials shared electronically between members of the  
23 public body, before or during the videoconference, shall also be  
24

1 immediately available to the public in the same form and manner as  
2 shared with members of the public body; and

3 8. All votes occurring during any meeting conducted using  
4 videoconferencing shall occur and be recorded by roll call vote.

5 B. No public body shall conduct an executive session by  
6 videoconference.

7 C. Upon the effective date of this act and until ~~November 15,~~  
8 ~~2020~~ February 15, 2022, or until thirty (30) days after the Governor  
9 ~~declaring the~~ expiration or termination of the state of emergency to  
10 ~~be terminated~~ declared by the Governor to respond to the threat of  
11 COVID-19 to the people of this state and the public's peace, health  
12 and safety, whichever date first occurs, the provisions of this  
13 subsection and subsection D shall operate as law in this state.

14 1. A public body may hold meetings by teleconference or  
15 videoconference if each member of the public body is audible or  
16 visible to each other and the public, subject to the following:

- 17 a. for a virtual charter school approved and sponsored by  
18 the Statewide Virtual Charter School Board pursuant to  
19 the provisions of the Oklahoma Statutes, the public  
20 body shall maintain a quorum of members for the entire  
21 duration of the meeting whether using an in-person  
22 site, teleconference, or videoconference or any  
23 combination of such sites to achieve a quorum, and  
24

1           b.    if the meeting is held using either teleconference or  
2                videoconference capabilities, and at any time the  
3                audio connection is disconnected, the meeting shall be  
4                stopped and reconvened once the audio connection is  
5                restored;

6           2.   The meeting notice and agenda prepared in advance of the  
7 meeting, as required by law, shall indicate if the meeting will  
8 include teleconferencing or videoconferencing and shall also state:

9           a.   each public body member appearing remotely and the  
10               method of each member's remote appearance, and

11           b.   the identity of the public body member or members who  
12                will be physically present at the meeting site, if  
13                any;

14           3.   After the meeting notice and agenda are prepared and posted  
15 as required by law, public body members shall not be permitted to  
16 alter their method of attendance; provided, however, those members  
17 who were identified as appearing remotely may be permitted to  
18 physically appear at the meeting site, if any, for the meeting;

19           4.   The public body shall be allowed to participate and speak,  
20 as allowed by rule or policy set by the public body, in a meeting  
21 which utilizes teleconference or videoconference in the same manner  
22 and to the same extent as the public is allowed to participate or  
23 speak during a meeting where all public body members are physically  
24 present together at the meeting site;

1        5. Any documents or other materials provided to members of the  
2 public body or shared electronically between members of the public  
3 body during a meeting utilizing teleconferencing or  
4 videoconferencing shall also be immediately available to the public  
5 ~~in the same form as shared with the members~~ on the website of the  
6 public body, if the public body maintains a website; and

7        6. All votes occurring during any meeting utilizing  
8 teleconference or videoconference shall occur and be recorded by  
9 roll call votes.

10       D. Public bodies are permitted to conduct an executive session  
11 by teleconference or videoconference. For such executive sessions,  
12 no public body member is required to be physically present so long  
13 as each public body member is audible or visible to each other. The  
14 meeting notice and agenda prepared in advance of the meeting as  
15 required by law shall indicate if the executive session will include  
16 teleconferencing or videoconferencing and shall also state the  
17 identity of each public body member appearing remotely, the method  
18 of each member's remote appearance, and whether any member will be  
19 physically present at the meeting site, if any, for the executive  
20 session.

21       SECTION 2.        AMENDATORY        25 O.S. 2011, Section 311, as last  
22 amended by Section 4, Chapter 3, O.S.L. 2020 (25 O.S. Supp. 2020,  
23 Section 311), is amended to read as follows:  
24

1       Section 311. A. Notwithstanding any other provisions of law,  
2 all regularly scheduled, continued or reconvened, special or  
3 emergency meetings of public bodies shall be preceded by public  
4 notice as follows:

5       1. All public bodies shall give notice in writing by December  
6 15 of each calendar year of the schedule showing the date, time and  
7 place of the regularly scheduled meetings of such public bodies for  
8 the following calendar year;

9       2. All state public bodies, including, but not limited to,  
10 public trusts and other bodies with the state as beneficiary, shall  
11 give such notice to the Secretary of State;

12       3. All county public bodies including, but not limited to,  
13 public trusts and any other bodies with the county as beneficiary,  
14 shall give such notice to the county clerk of the county wherein  
15 they are principally located;

16       4. All municipal public bodies, including, but not limited to,  
17 public trusts and any other bodies with the municipality as  
18 beneficiary, shall give such notice to the municipal clerk of the  
19 municipality wherein they are principally located;

20       5. All multicounty, regional, areawide or district public  
21 bodies including, but not limited to, district boards of education,  
22 shall give such notice to the county clerk of the county wherein  
23 they are principally located, or if no office exists, to the county  
24 clerk of the county or counties served by such public body;

1       6. All governing boards of state institutions of higher  
2 education, and committees and subcommittees thereof, shall give such  
3 notice to the Secretary of State. All other public bodies covered  
4 by the provisions of the Oklahoma Open Meeting Act which exist under  
5 the auspices of a state institution of higher education, but a  
6 majority of whose members are not members of the institution's  
7 governing board, shall give such notice to the county clerk of the  
8 county wherein the institution is principally located;

9       7. The Secretary of State and each county clerk or municipal  
10 clerk shall keep a record of all notices received in a register open  
11 to the public for inspection during regular office hours, and, in  
12 addition, shall make known upon any request of any person the  
13 contents of the register;

14       8. If any change is to be made of the date, time or place of  
15 regularly scheduled meetings of public bodies, then notice in  
16 writing shall be given to the Secretary of State or county clerk or  
17 municipal clerk, as required herein, not less than ten (10) days  
18 prior to the implementation of any such change;

19       9. In addition to the advance public notice in writing required  
20 to be filed for regularly scheduled meetings, described in paragraph  
21 1 of this subsection, all public bodies shall, at least twenty-four  
22 (24) hours prior to such regularly scheduled meetings, display  
23 public notice of the meeting by at least one of the following  
24 methods:



- 1           a.    by posting information that includes date, time, place  
2                   and agenda for the meeting in prominent public view at  
3                   the principal office of the public body or at the  
4                   location of the meeting if no office exists, or  
5           b.    by posting on the public body's Internet website the  
6                   date, time, place and agenda for the meeting in  
7                   accordance with Section 3106.2 of Title 74 of the  
8                   Oklahoma Statutes.  Additionally, the public body  
9                   shall offer and consistently maintain an email  
10                  distribution system for distribution of such notice of  
11                  a public meeting required by this subsection, and any  
12                  person may request to be included without charge, and  
13                  their request shall be accepted.  The emailed notice  
14                  of a public meeting required by this subsection shall  
15                  include in the body of the email or as an attachment  
16                  to the email the date, time, place and agenda for the  
17                  meeting and it shall be sent no less than twenty-four  
18                  (24) hours prior to the meeting.  Additionally, except  
19                  as provided in subparagraph c of this paragraph, the  
20                  public body shall make the notice of a public meeting  
21                  required by this subsection available to the public in  
22                  the principal office of the public body or at the  
23                  location of the meeting during normal business hours  
24

1 at least twenty-four (24) hours prior to the meeting,  
2 or

3 c. upon the effective date of this act and until ~~November~~  
4 ~~15, 2020~~ February 15, 2022, or until thirty (30) days  
5 after the Governor declaring the expiration or  
6 termination of the state of emergency ~~to be terminated~~  
7 declared by the Governor to respond to the threat of  
8 COVID-19 to the people of this state and the public's  
9 peace, health and safety, whichever date first occurs,  
10 the public body shall not be required to make the  
11 notice of a public meeting available to the public in  
12 the principal office of the public body or at the  
13 location of the meeting during normal business hours  
14 at least twenty-four (24) hours prior to the meeting;

15 10. The twenty-four (24) hours required in paragraph 9 of this  
16 subsection shall exclude Saturdays, Sundays and holidays legally  
17 declared by the State of Oklahoma. The posting or distribution of a  
18 notice of a public meeting as described in paragraph 9 of this  
19 subsection shall not preclude a public body from considering at its  
20 regularly scheduled meeting any new business. "New business", as  
21 used herein, shall mean any matter not known about or which could  
22 not have been reasonably foreseen prior to the time of the posting;

23 11. In the event any meeting is to be continued or reconvened,  
24 public notice of such action including date, time and place of the

1 continued meeting, shall be given by announcement at the original  
2 meeting. Only matters appearing on the agenda of the meeting which  
3 is continued may be discussed at the continued or reconvened  
4 meeting;

5 12. Special meetings of public bodies shall not be held without  
6 public notice being given at least forty-eight (48) hours prior to  
7 the meetings. Such public notice of date, time and place shall be  
8 given in writing, in person or by telephonic means to the Secretary  
9 of State or to the county clerk or to the municipal clerk by public  
10 bodies in the manner set forth in paragraphs 2, 3, 4, 5 and 6 of  
11 this subsection. The public body also shall cause written notice of  
12 the date, time and place of the meeting to be mailed or delivered to  
13 each person, newspaper, wire service, radio station and television  
14 station that has filed a written request for notice of meetings of  
15 the public body with the clerk or secretary of the public body or  
16 with some other person designated by the public body. Such written  
17 notice shall be mailed or delivered at least forty-eight (48) hours  
18 prior to the special meeting. The public body may charge a fee of  
19 up to Eighteen Dollars (\$18.00) per year to persons or entities  
20 filing a written request for notice of meetings, and may require  
21 such persons or entities to renew the request for notice annually.  
22 In addition, all public bodies shall, at least twenty-four (24)  
23 hours prior to such special meetings, display public notice of the  
24 meeting, setting forth thereon the date, time, place and agenda for

1 the meeting. Only matters appearing on the posted agenda may be  
2 considered at the special meeting. Such public notice shall be  
3 posted in prominent public view at the principal office of the  
4 public body or at the location of the meeting if no office exists.  
5 Twenty-four (24) hours prior public posting shall exclude Saturdays,  
6 Sundays and holidays legally declared by the State of Oklahoma. In  
7 lieu of the public posting requirements of this paragraph, a public  
8 body may elect to follow the requirements found in subparagraph b of  
9 paragraph 9 of this subsection, provided that forty-eight-hour  
10 notice is required for special meetings and that the forty-eight-  
11 hour requirement shall exclude Saturdays, Sundays and holidays  
12 legally declared by the State of Oklahoma; ~~and~~

13 13. In the event of an emergency, an emergency meeting of a  
14 public body may be held without the public notice heretofore  
15 required. Should an emergency meeting of a public body be  
16 necessary, the person calling such a meeting shall give as much  
17 advance public notice as is reasonable and possible under the  
18 circumstances existing, in person or by telephonic or electronic  
19 means; and

20 14. A public body that gives public notice of a meeting for  
21 which there will be a videoconference option in accordance with  
22 Section 307.1 of this title shall not modify the method of meeting  
23 described in the notice prior to the meeting and shall conduct the  
24 meeting according to the methods described in the notice. If a code

1 or password is required to access the videoconference meeting, the  
2 code or password shall be included in the public notice.

3 B. 1. All agendas required pursuant to the provisions of this  
4 section shall identify all items of business to be transacted by a  
5 public body at a meeting including, but not limited to, any proposed  
6 executive session for the purpose of engaging in deliberations or  
7 rendering a final or intermediate decision in an individual  
8 proceeding prescribed by the Administrative Procedures Act.

9 2. If a public body proposes to conduct an executive session,  
10 the agenda shall:

- 11 a. contain sufficient information for the public to  
12 ascertain that an executive session will be proposed,
- 13 b. identify the items of business and purposes of the  
14 executive session, and
- 15 c. state specifically the provision of Section 307 of  
16 this title authorizing the executive session.

17 SECTION 3. It being immediately necessary for the preservation  
18 of the public peace, health or safety, an emergency is hereby  
19 declared to exist, by reason whereof this act shall take effect and  
20 be in full force from and after its passage and approval.

1 Passed the Senate the 3rd day of February, 2021.

2  
3 \_\_\_\_\_  
4 Presiding Officer of the Senate

5 Passed the House of Representatives the \_\_\_\_ day of \_\_\_\_\_,  
6 2021.

7  
8 \_\_\_\_\_  
9 Presiding Officer of the House  
10 of Representatives