

OPEN MEETINGS ACT TRAINING FOR PUBLIC BODY POINTS OF CONTACT



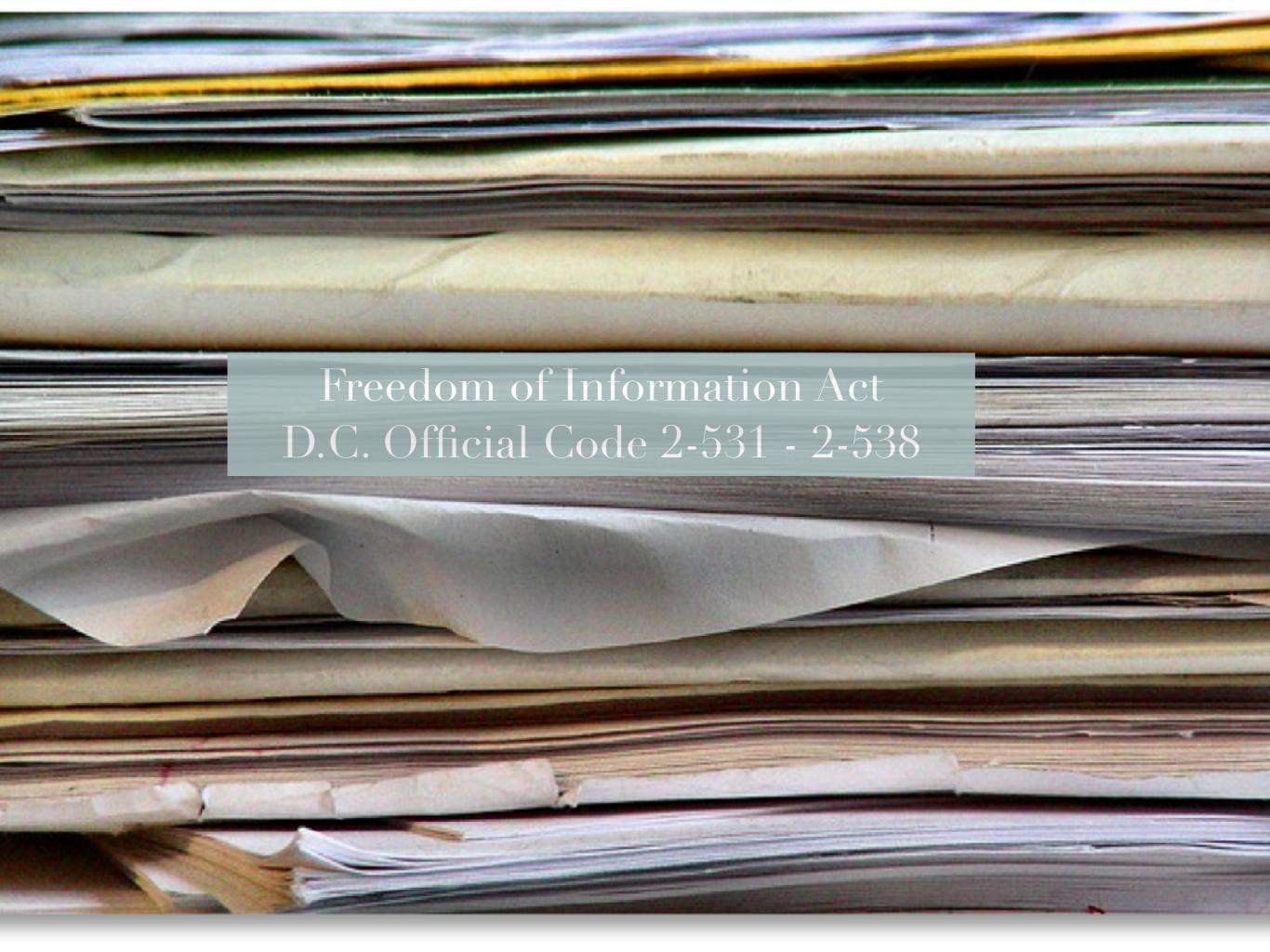
OPEN DC

BOARD OF ETHICS AND GOVERNMENT ACCOUNTABILITY

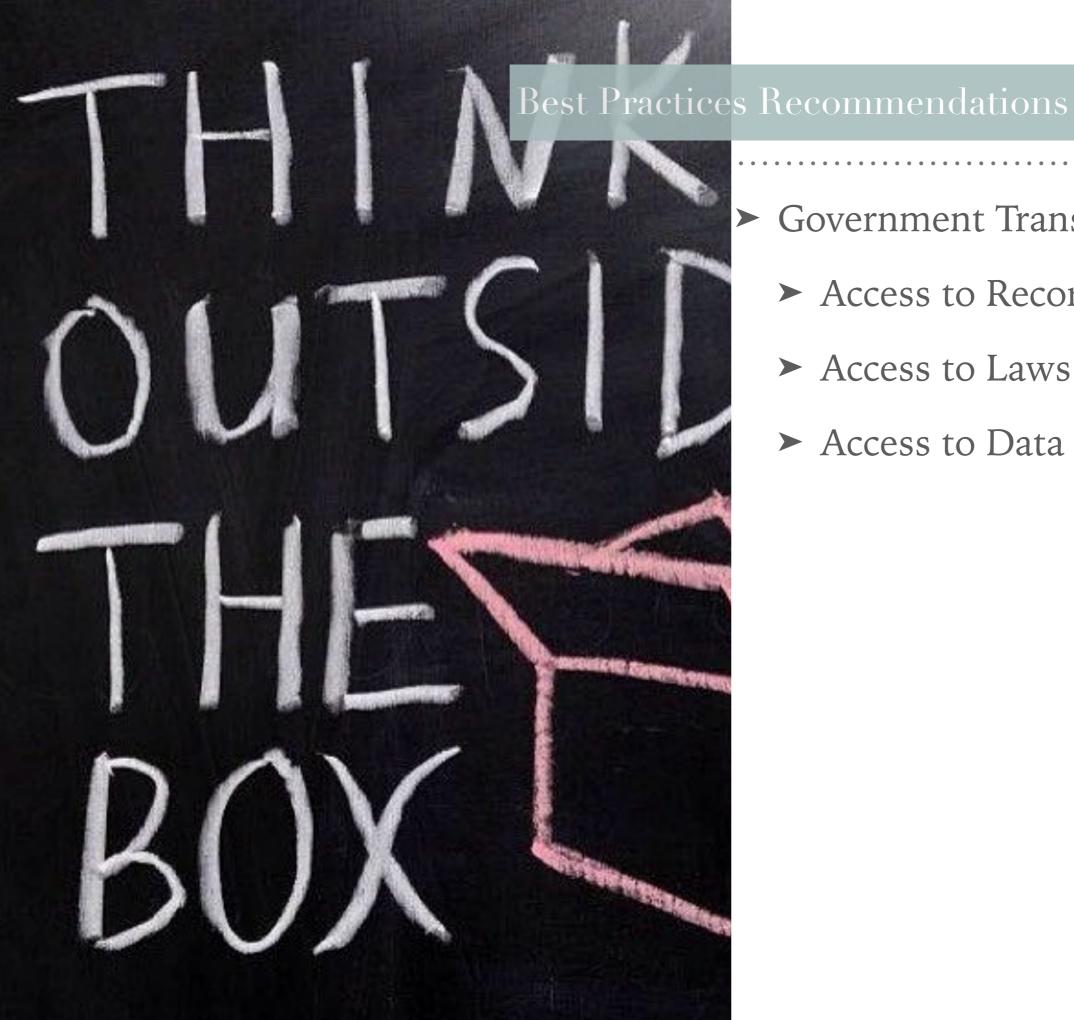
ONLINE: OPEN-DC.GOV

THE OOG STORY





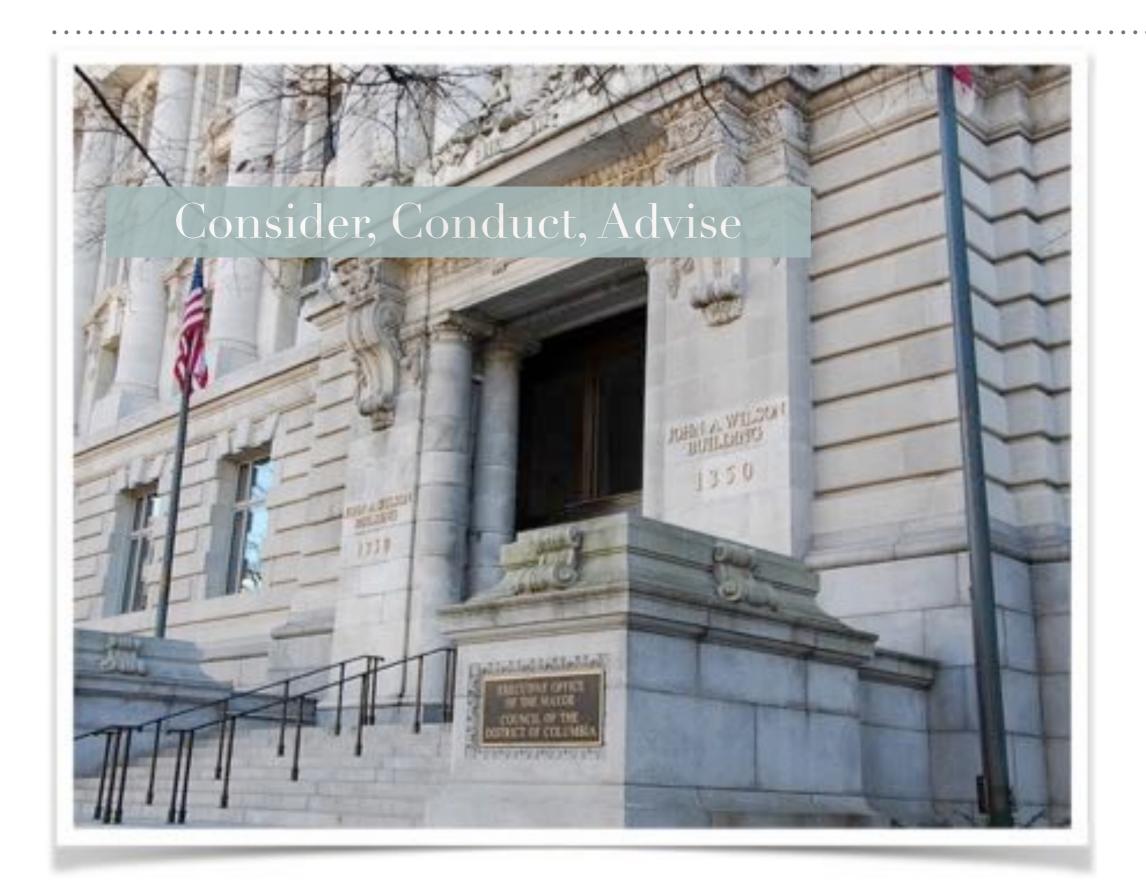




- ➤ Government Transparency
 - ➤ Access to Records
 - ➤ Access to Laws
 - ➤ Access to Data



QUORUM



TYPES OF MEETINGS

- > Regular
- ➤ Hearings/Roundtable
- > Special
- ➤ Emergency

Emails and Subcommittees

Excluded from the OMA

> Courts

- ➤ Government bodies of public charter schools
- Mayor's Cabinet
- ➤ Professional or administrative staff of public bodies when gathered outside the presence of a quorum
- Advisory Neighborhood Commissioners







- ➤ 48 hours / 2 business days
- Physical Posting
- Posting on agency/public body site
- ➤ Time, date, location
- ➤ Agenda
- ➤ OMA cite for closed session

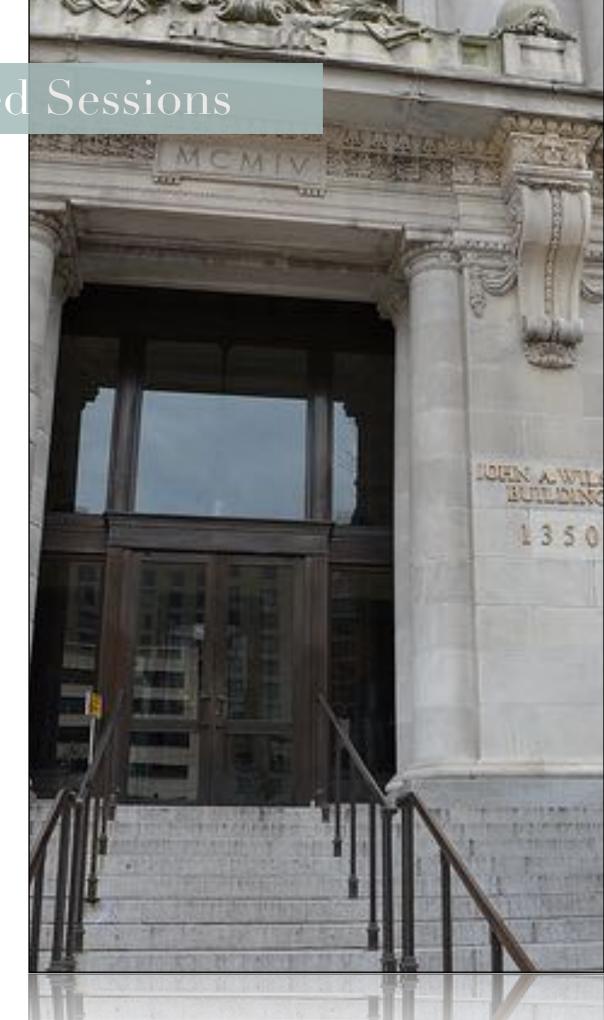
EXCEPTIONS TO THE OMA

- ➤ Court Order/Statute
- ➤ Negotiations
- ➤ Attorney/Client Privilege
- ➤ Trade Secrets
- ➤ Testing/Grading
- > Training
- ➤ Deliberations
- ➤ Investigations
- > Personnel

Protocol for Closed Sessions

- > Open the session
- ➤ Take a roll call vote
- ➤ Cite reason for closure
- > Limit discussion
- > Record
- ➤ Re-open in public session

Improper closed = *Improper notice*



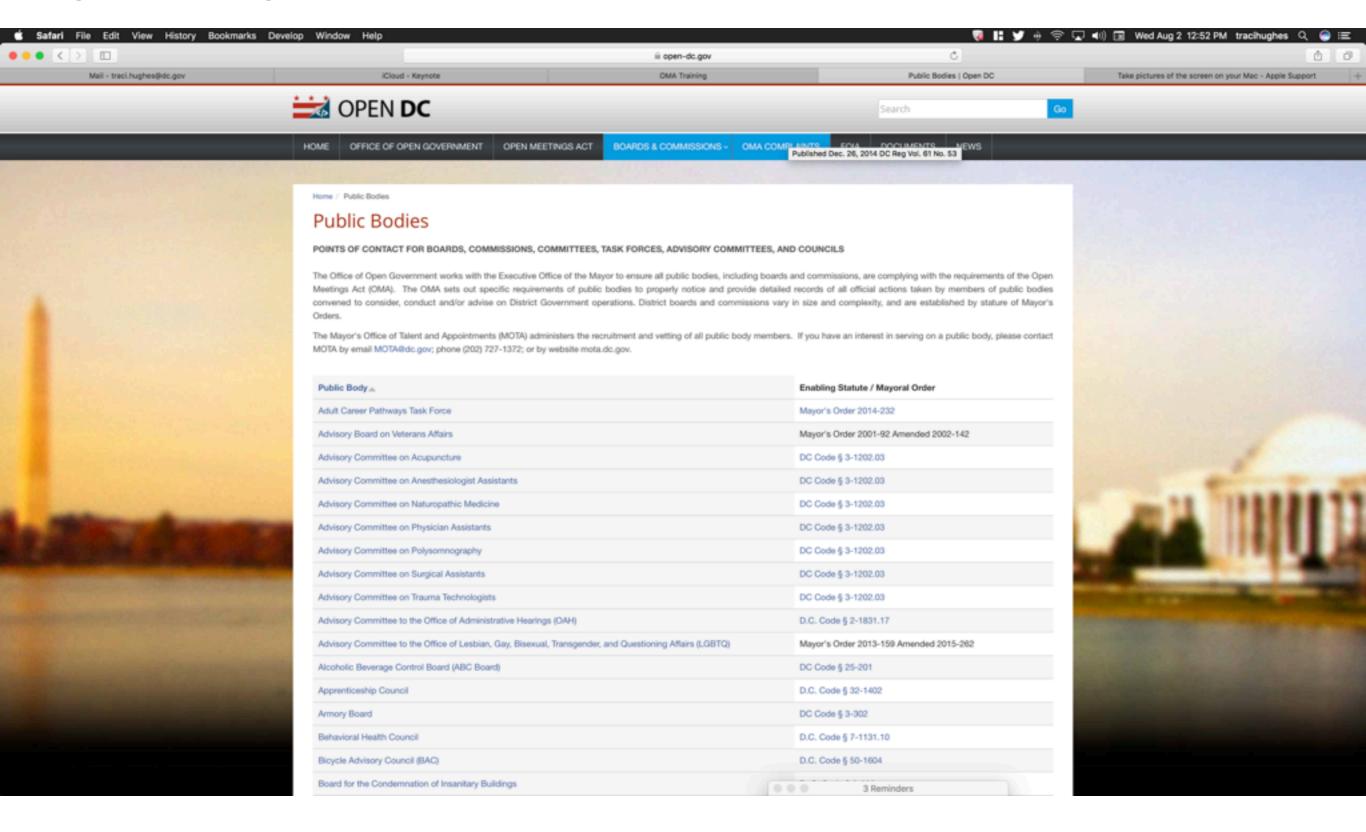




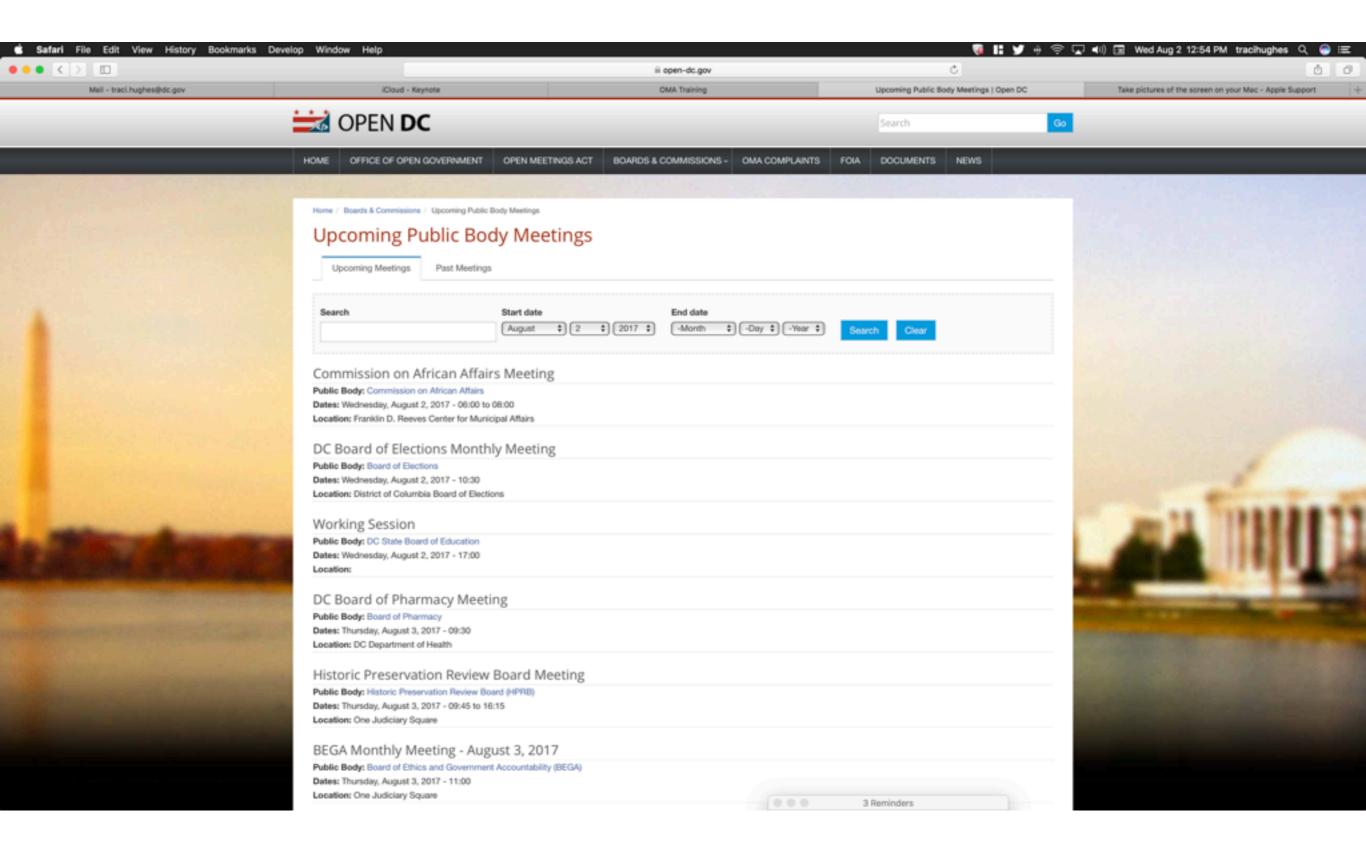
COMPLAINTS

- ➤ May refer to past meetings
- > Submitted in writing in person; online, mail or email
- ➤ 14 business days to resolve a complaint (additional info, dismissal, binding opinion, or conciliation

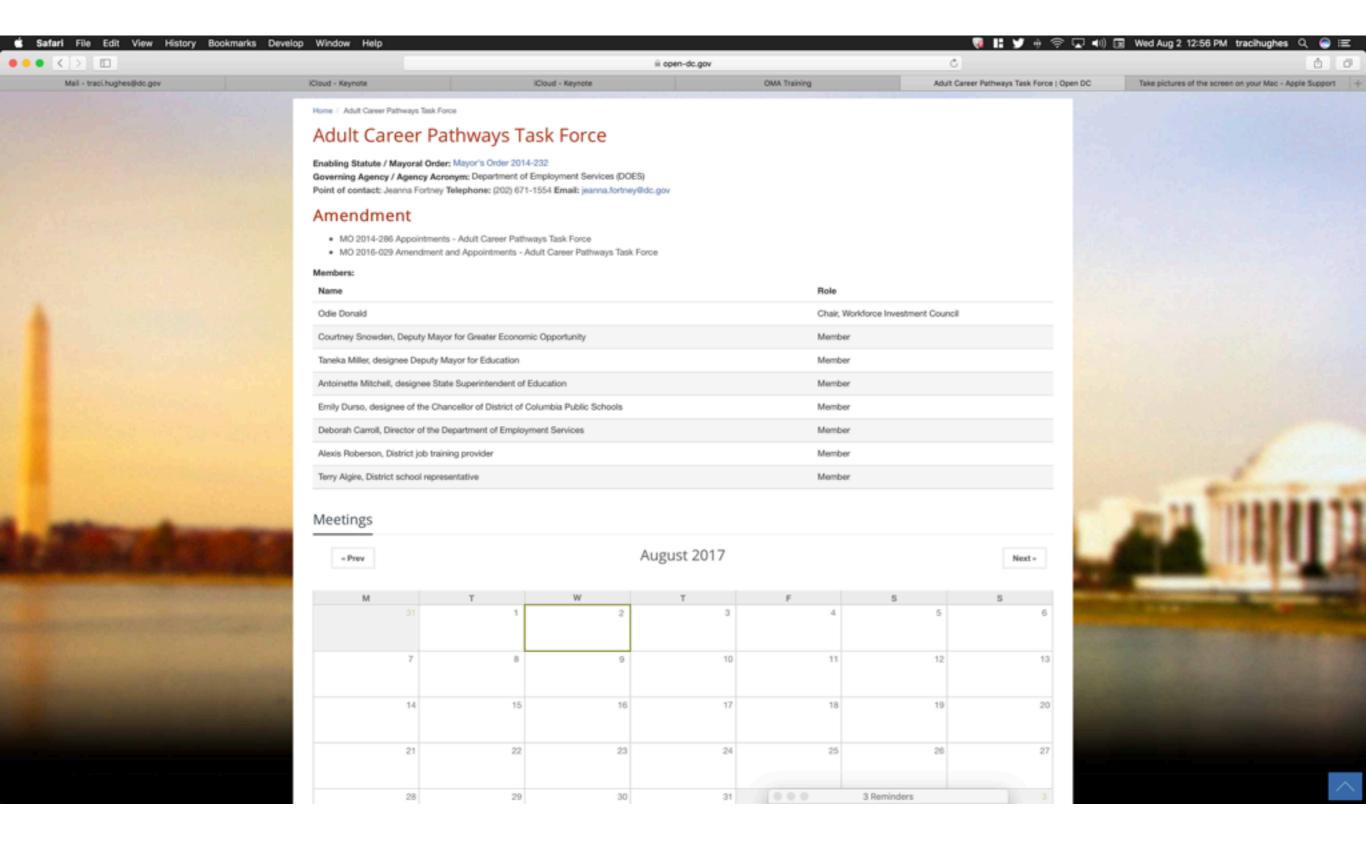
CENTRAL CALENDAR



CENTRAL CALENDAR



CENTRAL CALENDAR



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Columbia | Office of Documents and Administrative Issuances

ODAI

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➤ Word 1993 or <



OMA Cheat Sheet

OMA CHEAT SHEET

- Quorum triggers/No Quorum = NO FORMAL ACTION
- Notice = 48 hours or 2
 business days, whichever is >
- Physical posting and on Web
- DC Register (minimum yearly calendar dates)
- Notice = time, date, location, draft agenda, citation to OMA for closed session
- Must record open/closed sessions

- Audio file available upon request (w/o FOIA)
- Post on Web <u>detailed</u> meeting minutes on next meeting date; draft w/i 3 days
- Post to BEGA Central Calendar (contact: <u>traci.hughes@dc.gov</u>)
- Publish in the DC Register (Contact <u>dcdocuments@dc.gov</u>)
- OMA Questions: traci.hughes@dc.gov

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