

Brief Overview Public Meeting Law as
Pertains to the Youth Suicide
Intervention and Prevention Advisory
Committee in Statute (also known as
the Oregon Alliance to Prevent
Suicide)



REQUIREMENTS WE NEED TO ATTEND TO IN BY-LAWS

- ▶ Notice -- Note we already post committee and quarterly meetings on the state's public notice calendar one week or more in advance of meetings. Requires one week notice with 24 hour notice acceptable in certain instances
- ▶ Accessibility -- Will need notice re accessibility in future meetings and access to interpreters
- ▶ Public Attendance - Public may attend. Up to the discretion of the members if they can participate in discussion. Votes are by members only.
- ▶ Communication - No sequential communication between meetings
- ▶ Voting - A quorum (need to define) is needed for all activities of committees and subcommittees
- ▶ Minutes - Made available to the public in a timely manner

What is a Public Body (from DOJ slide show)

- ▶ Governing body
- ▶ Authority to make decision for a public body
- ▶ Authority to make recommendations to a public body (Note: This is how the SB707 Youth Suicide Prevention and Intervention Advisory fits into the definition of public body)

Serial Communication-Attorney General's Public Record and Meetings Manual (p 144-145)

- ▶ “Members of a governing board should not meet in private to discuss business, or exchange private communications about business, even if those involved constitute less than a quorum”
- ▶ A governing body risks violating meetings law through a series of private communications, even if a quorum isn't involved in any single communication”
- ▶ “Even if a meeting is for the sole purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the governing body, the meetings law will apply”

Quorum and Public Meetings: Attorney General's Public Record and Meetings Manual

- ▶ Quorum is needed for all committee meetings (Most often defined as 50% of voting members + 1 - non-voting members may count towards quorum.)
- ▶ A meeting is the “convening of any governing body ‘for which a quorum is required in order to make a decision or deliberate toward a decision in any matter.’”
- ▶ DOJ lawyer’s verbal guidance to us was that any committee meeting or workgroup meeting would be included in this definition.

Policy: Guidance from Dept. of Justice Attorney

- ▶ SB707 authorizes the youth suicide prevention and intervention committee to to make recommendations regarding public policy to the Oregon Health Authority *but not to have its own policy agenda nor to advocate or testify about legislation as a member of the advisory committee*. OHA will then determine how to proceed with the recommendation.
- ▶ Individuals who are members may testify about specific legislation but must make it clear that they are not representing the advisory committee