OPEN GOVERNMENT OVERVIEW:

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Florida’s Government in the Sunshine Law provides a right of access to governmental proceedings at both the state and local levels. In the absence of statutory exemption, it applies to any gathering of two or more members of the same board to discuss some matter which will foreseeable come before that board for action.
Scope of the Sunshine Law

- Board members may not engage in private discussions with each other about board business, either in person or by telephoning, emailing, texting or any other type of electronic communication (i.e. Facebook, blogs).
Scope of the Sunshine Law

While an individual board member is not prohibited from discussing board business with staff or a nonboard member, these individuals may not be used as a liaison to communicate information between board members. For example, a board member cannot ask staff to poll the other board members to determine their views on a board issue.
SCOPE OF THE SUNSHINE LAW

There are three basic requirements:

1) Meetings of public boards or commissions must be open to the public.
2) Reasonable notice of such meetings must be provided; and
3) Minutes of the meetings must be prepared and open to public inspection.
SCOPE OF THE SUNSHINE LAW

- Advisory boards created pursuant to law or ordinance or otherwise established by public agencies may be subject to the Sunshine Law even though their recommendations are not binding upon the agencies that create them.
Scope of the Sunshine Law

- Staff meetings are not normally subject to the Sunshine Law.
- However, staff committees may be subject to the Sunshine Law if they are deemed to be part of the “decision making process” as opposed to traditional staff functions like factfinding or information gathering.
Scope of the Sunshine Law

- Only the Legislature may create an exemption from the Sunshine Law (by a two-thirds vote).
- An exemption from the Public Records Law does not allow a board to close a meeting. Instead, a specific exemption from the Sunshine Law is required.
Board meetings

- While boards may adopt reasonable rules and policies to ensure orderly conduct of meetings, the Sunshine law does not allow boards to ban nondisruptive videotaping, tape recording, or photography at public meetings.
Board meetings

- Effective October 1, 2013, section 286.0114, F.S., provides, subject to listed exceptions, that boards must allow an opportunity for the public to be heard before the board takes official action on a proposition. The statute does not prohibit boards from “maintaining orderly conduct or proper decorum in a public meeting.”
Question: A board wants to close a meeting to protect privacy rights when it is discussing disciplinary issues. Which of the following options is available to the board?

- A. Close the meeting to the general public but allow a reporter to be present; or
- B. Prohibit videotaping and recording of the proceedings; or
- C. Close the meeting based on the right of privacy in the Florida Constitution; or
- D. Close the meeting only if the Legislature has passed a law which exempts the meeting from the Sunshine Law?
Penalties

- Civil action
  - Action taken in violation of the Sunshine Law may be invalidated.
- Criminal penalties
- Suspension or removal from office
PUBLIC RECORDS LAW

- Florida’s Public Records Act, Chapter 119, Florida Statutes, provides a right of access to records of state and local governments as well as to private entities acting on their behalf.

- If material falls within the definition of “public record” it must be disclosed to the public unless there is a statutory exemption.
The term “public records” means:

a) All “documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software or other material, regardless of the physical form, characteristics, or means of transmission” (includes electronic communications like text messages, emails).

b) Made or received pursuant to law or ordinance or in connection with the transaction of official business.

c) By any agency [including a private entity acting ‘on behalf of’ a public agency].

d) Which are used to perpetuate, communicate, or formalize knowledge.
PROVIDING PUBLIC RECORDS

a) Public records cannot be withheld at the request of the sender

b) A requestor is not required to show a “legitimate” or “noncommercial interest” as a condition of access

c) A request cannot be denied because it is “overbroad”

d) Unless authorized by another statute, an agency may not require that public records requests be in writing or require the requestor to identify himself or herself
Question: A county commissioner wants to send an email from his or her personal computer to the county manager about an item on the county commission meeting agenda. Which is correct?

- A. The email is not a public record because it was sent from the county commissioner’s personal computer.

- B. The email is a public record but the county manager should not respond because the response would violate the Sunshine Law.

- C. The email is a public record.
The Public Records Act does not contain a specific time limit (such as 24 hours or 10 days).

The Florida Supreme Court has stated that the only delay in producing records permitted under the statute is the reasonable time allowed the custodian to retrieve the record and delete those portions of the record the custodian asserts are exempt.
Providing Public Records

- An agency is not required to comply with a “standing” request for records that may be created in the future.
- An agency is not required to answer questions about the public records (other than information on how to obtain them, like the cost).
- An agency is not required to create a new record.
Chapter 119 authorizes the custodian to charge a fee of up to 15 cents per one-sided copy for copies that are 14 inches by 8 1/2 inches or less. An additional 5 cents may be charged for two-sided copies.

In addition, an agency may impose a reasonable special service charge for the actual cost of extensive labor and information technology required due to the large volume of a request.
All public records must be retained in accordance with retention schedules approved by the Department of State.

Even exempt records must be retained.
Question: A law enforcement agency receives a public records request for photographs obtained from a member of the public during the investigation of a robbery case that is now closed. There is no statutory exemption from the public records law that applies to the photographs. Which statement is correct?

a) The agency may refuse to release the photographs because the public records law does not apply to photographs.

b) Unless release of the photographs would violate accepted police standards and procedures, the agency must release them.

c) Unless the person who took the photographs asked the agency not to release them, the agency must release them.

d) The agency must release the photographs.
Penalties for noncompliance

a) Criminal penalties
b) Civil action
c) Attorney’s fees
Additional Resources

Office of Attorney General Pam Bondi website: http://www.myfloridalegal.com

Governor Rick Scott website: http://www.flgov.com

First Amendment Foundation website: http://www.floridafaf.org