

**RIGHT TO KNOW ADVISORY COMMITTEE
LEGISLATIVE SUBCOMMITTEE**

DRAFT AGENDA
September 1, 2011
1:00 p.m.
Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. Criminal History Record Information Act revision: progress report
Draft: Criminal Law Advisory Commission (Charlie Leadbetter, Special Assistant Attorney General)
Discussion
3. LD 1465, An Act To Amend the Laws Governing Freedom of Access
Explanation: Chris Cinquemani and Sam Adolphsen, Maine Heritage Policy Center
Discussion
4. Requests for public records: necessity of formalities
In writing
Citation to FOA laws, Title 1, chapter 13
Guidance?
5. Other?
6. Scheduling future subcommittee meetings

Scheduled meetings:

Monday, September 12, 2011, 9:00 a.m., Bulk Records Subcommittee
Thursday, September 29, 2011, 9:00 a.m., Public Records Exceptions Subcommittee
Thursday, September 29, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

**RIGHT TO KNOW ADVISORY COMMITTEE
BULK RECORDS SUBCOMMITTEE**

DRAFT AGENDA
September 12, 2011
9:00 A.m.
Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. Overview of 2010 Activities
 - Bulk Records Subcommittee (staff)
 - OIT Bulk Data Stakeholders Group (Greg McNeal, Eric Stout, OIT)
3. Define scope and frame issues for Subcommittee Discussion
 - What is bulk data?
 - Access to bulk data---costs, management and format of data, restrictions on use
 - Balance of interests (public v. private)
 - Develop consistent guidance for all government agencies
4. Develop Subcommittee Process
 - Public Comment?
5. State laws related to bulk data
6. Other?
7. Scheduling future subcommittee meetings

Scheduled meetings:

Monday, September 12, 2011, 1:00 p.m., Public Records Exceptions Subcommittee
Thursday, September 29, 2011, 9:00 a.m., Public Records Exceptions Subcommittee
Thursday, September 29, 2011, 1:00 p.m., Right to Know Advisory Committee
Thursday, October 6, 2011, 12:00 p.m., Legislative Subcommittee

Adjourn

**RIGHT TO KNOW ADVISORY COMMITTEE
PUBLIC RECORDS EXCEPTIONS SUBCOMMITTEE**

DRAFT AGENDA
September 29, 2011
9:00 a.m.
Room 438, State House, Augusta

Convene

Welcome and Introductions

Tabled existing public records exceptions

1. (54) 22 MRSA §8754 - sentinel events (AG and DHHS)
2. (15) 22 MRSA §1555-D - lists of tobacco sellers (AG)
3. (21) 22 MRSA §1828 - licensing of medical facilities (AG)
4. (53) 22 MRSA §8707 - MHCFC link? (MHDO)
5. (57) 23 MRSA §63 - right-of-way divisions' records (MTA and MaineDOT)
6. (61) 23 MRSA §4251 - public-private transportation projects (MaineDOT)
7. (62) 23 MRSA §8115 - NNEPRA
8. (66) 24 MRSA §2510 - professional competence reports (Medical Licensing Board and Consumers for Affordable Health Care)
9. (67) 24 MRSA §2510-A - professional competence review records (Medical Licensing Board)
10. (68) 24 MRSA §2604 - liability claims reports (Medical Licensing Board)
11. (73) 24-A MRSA §216 - Bureau of Insurance records (Maine Trial Lawyers Association)

Drafts

1. (18) 22 MRSA §1696-D
2. (19) 22 MRSA §1696-F
3. (37) 22 MRSA §3034
4. (38) 22 MRSA §3188 - draft letter to HHS
5. (39) 22 MRSA §3192 - draft letter to HHS
6. (94) 24-A MRSA §2393
7. (112) 24-A MRSA §6807 - draft letter to IFS

Other?

Scheduling future subcommittee meetings

Scheduled meetings:

Thursday, September 29, 2011, 1:00 p.m., Right to Know Advisory Committee
Thursday, October 6, 2011, 12:00 noon, Legislative Subcommittee
Friday, October 14, 2011, 9:00 a.m., Bulk Records Subcommittee PUBLIC HEARING
Friday, October 21, 2011, 9:00 a.m., Bulk Records Subcommittee
Thursday, October 27, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

**RIGHT TO KNOW ADVISORY COMMITTEE
LEGISLATIVE SUBCOMMITTEE**

DRAFT AGENDA
October 6, 2011
12 noon
Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. Criminal History Record Information Act revision
Discussion; finalize recommendations to CLAC
3. LD 1465, An Act To Amend the Laws Governing Freedom of Access (all issues except timelines)
Discussion
4. Ombudsman
Review of current law and discussion
5. Abuse of FOA process
6. Other?
7. Scheduling future subcommittee meetings

Scheduled meetings:

Friday, October 14, 2011, 9:00 a.m., PUBLIC HEARING - Bulk Records Subcommittee

Friday, October 21, 2011, 9:00 a.m., Bulk Records Subcommittee

Thursday, October 27, 2011, 1:00 p.m., Public Records Exceptions Subcommittee

Thursday, November 17, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

**RIGHT TO KNOW ADVISORY COMMITTEE
BULK RECORDS SUBCOMMITTEE**

DRAFT AGENDA

October 21, 2011

9:00 a.m.

Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. Definition of bulk data
Is definition necessary or useful? Differentiate from “regular” FOA requests?
If so, what should it be?
3. Arriving at a cost
Process now included in Title 33?
Commercial vs. noncommercial?
Other factors?
4. Agency-specific concerns (deeds, IF&W, law enforcement, etc.)
5. Providing responses in a certain form or format (overlap with Legislative Subcommittee discussion?)
6. Other?
7. Scheduling future subcommittee meetings

Scheduled meetings:

Thursday, October 27, 2011, 1:00 p.m., Public Records Exceptions Subcommittee

Thursday, November 10, 2011, 1:00 p.m., Legislative Subcommittee

Thursday, November 17, 2011, 1:00 p.m., Right to Know Advisory Committee

Thursday, December 8, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

**RIGHT TO KNOW ADVISORY COMMITTEE
LEGISLATIVE SUBCOMMITTEE**

DRAFT AGENDA
October 21, 2011
11:00 a.m.
Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. 11:00 a.m.
FOA requests and responses: Form (from LD 1465, overlaps with Bulk Records Subcommittee)
Discussion, recommendations
3. 11:30 a.m.
FOA requests and responses: Practical problems with FOA requests and responses
Comments from invited guests
Invited presenters: Sam Adolphsen (MHPC), Michael Doyle, Dr. Dwight Hines,
Dana Lee, Peter Merrill, Nathan Poore
Discussion, recommendations
4. 12:30 p.m.
FOA requests and responses: Timelines and fees (from LD 1465)
Discussion, recommendations
5. Review Subcommittee responsibilities
6. Scheduling future subcommittee meetings

Scheduled meetings:

Thursday, October 27, 2011, 1:00 p.m., Public Records Exceptions Subcommittee
Thursday, November 10, 2011, 1:00 p.m., Legislative Subcommittee
Thursday, November 17, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

**RIGHT TO KNOW ADVISORY COMMITTEE
BULK RECORDS SUBCOMMITTEE
LEGISLATIVE SUBCOMMITTEE**

DRAFT AGENDA
November 10, 2011
1:00 p.m.
Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. Criminal History Record Information Act revision: new subchapter on Intelligence and Investigative Information
Discussion; finalize recommendations to CLAC
3. LD 1465 remaining issues
 - Form and Format
 - Prospective technology improvements
 - Bulk?
 - Fee structure
 - Public Access Officer
 - Public Access Ombudsman
 - Timelines for compliance
4. Other responsibilities assigned to Legislative Subcommittee
 - Status of Maine Public Broadcasting Network records under the Freedom of Access laws (Mike Brown)
 - Use of technology for the purpose of remote participation by members of public bodies
 - Drafting templates
 - Storage, management and retrieval of public officials' communications, especially email
5. Other?
6. Scheduling future subcommittee meetings?

Scheduled meetings:

Thursday, November 17, 2011, 9:00 a.m., Public Records Exceptions Subcommittee
Thursday, November 17, 2011, 1:00 p.m., Right to Know Advisory Committee
Thursday, December 8, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

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**RIGHT TO KNOW ADVISORY COMMITTEE
BULK RECORDS SUBCOMMITTEE
LEGISLATIVE SUBCOMMITTEE**

DRAFT AGENDA
November 17, 2011
11:30 a.m.
Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. LD 1465 remaining issues
3. Other responsibilities assigned to Legislative Subcommittee
 - Status of Maine Public Broadcasting Network records under the Freedom of Access laws (Mike Brown)
 - Use of technology for the purpose of remote participation by members of public bodies
 - Drafting templates
 - Storage, management and retrieval of public officials' communications, especially email
4. Other?
5. Scheduling future subcommittee meetings?

Scheduled meetings:

Thursday, November 17, 2011, 1:00 p.m., Right to Know Advisory Committee

Thursday, December 8, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

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**RIGHT TO KNOW ADVISORY COMMITTEE
PUBLIC RECORDS EXCEPTIONS SUBCOMMITTEE**

DRAFT AGENDA
November 17, 2011
9:00 a.m.
Room 438, State House, Augusta

Convene

- Welcome and Introductions
- Existing public records exceptions awaiting recommendations
 1. (15) 22 MRSA §1555-D - lists of tobacco sellers + letter (review)
 2. (18) 22 MRSA §1696-D - Community Right-to-know (AG and DHHS)
 3. (19) 22 MRSA §1696-F - Community Right-to-know (AG and DHHS)
 4. (37) 22 MRSA §3034 - Missing persons (CME and AG)
 5. (57) 23 MRSA §63 - right-of-way divisions' records (MTA and MaineDOT)
 6. (62) 23 MRSA §8115 - Northern New England Passenger Rail Authority (NNEPRA)
 7. (66) 24 MRSA §2510 (and §2505) professional competence reports (Medical licensing boards, other interested parties)
 8. (67) 24 MRSA §2510-A professional competence review records (Medical licensing boards, other interested parties)
 9. (54) 22 MRSA §8754 - sentinel events (AG, DHHS, other interested parties)
- Other?
- Scheduling future subcommittee meetings, if necessary

Adjourn

Scheduled meetings:

Thursday, November 17, 2011, 1:00 p.m., Right to Know Advisory Committee
Thursday, December 8, 2011, 1:00 p.m., Right to Know Advisory Committee

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**RIGHT TO KNOW ADVISORY COMMITTEE
PUBLIC RECORDS EXCEPTIONS SUBCOMMITTEE**

DRAFT AGENDA
December 8, 2011
9:00 a.m.
Room 438, State House, Augusta

Convene

- Welcome and Introductions
- Existing public records exceptions awaiting recommendations
 1. (54) 22 MRSA §8754 - sentinel events (AG, DHHS, other interested parties): *discussion*
 2. (66) 24 MRSA §2510 (and §2505) professional competence reports (Medical licensing boards, other interested parties): *finalize draft?*
 3. (67) 24 MRSA §2510-A professional competence review records (Medical licensing boards, other interested parties): *discussion? review draft?*
 4. (57) 23 MRSA §63 - right-of-way divisions' records (MTA and MaineDOT): *review draft*
 5. (18) & (19) 22 MRSA §§1696-D and 1696-F - Community Right-to-know: *review letter*
 6. (62) 23 MRSA §8115 - Northern New England Passenger Rail Authority (NNEPRA): *review new draft, discussion*
- Other?
- Scheduling future subcommittee meetings, if necessary

Adjourn

Scheduled meetings: Thursday, December 8, 2011, 1:00 p.m., Right to Know Advisory Committee
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**RIGHT TO KNOW ADVISORY COMMITTEE
BULK RECORDS SUBCOMMITTEE
LEGISLATIVE SUBCOMMITTEE**

DRAFT AGENDA
December 8, 2011
10:00 a.m.
Room 438, State House, Augusta

Convene

1. Welcome and Introductions
2. Review of LD 1465: recommendations
 - A. Timelines for Compliance with Requests Working papers exception
 - B. Notice of Public Proceedings
 - C. Form of Request and Response
 - D. Remedies for Violations
 - E. Public Access Officer
 - F. Public Access Ombudsman
3. Additional legislation issues
 - A. "Freedom of Access Act"
 - B. Future use of technology
 - C. Working papers public records exception
 - D. ?
4. Discussion of remaining bulk records issues
5. Other responsibilities assigned to Legislative Subcommittee
 - Status of Maine Public Broadcasting Network records under the Freedom of Access laws (Mike Brown)
 - Use of technology for the purpose of remote participation by members of public bodies
 - Drafting templates
 - Storage, management and retrieval of public officials' communications, especially email
6. Other?
7. Scheduling future subcommittee meetings?

Scheduled meetings:

Thursday, December 8, 2011, 1:00 p.m., Right to Know Advisory Committee

Adjourn

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