

# Senate Bill 638

Sponsored by Senator FERRIOLI

## SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure **as introduced**.

Requires member of governing body who presides over public meeting that is recorded by sound recording to cause name of each member of governing body attending meeting and name of each person speaking at meeting to be recorded on recording.

## A BILL FOR AN ACT

1  
2 Relating to public meetings; amending ORS 192.650.

3 **Be It Enacted by the People of the State of Oregon:**

4 **SECTION 1.** ORS 192.650 is amended to read:

5 192.650. (1) The governing body of a public body shall provide for the sound, video or digital  
6 recording or the taking of written minutes of all its meetings. Neither a full transcript nor a full  
7 recording of the meeting is required, except as otherwise provided by law, but the written minutes  
8 or recording must give a true reflection of the matters discussed at the meeting and the views of  
9 the participants. All minutes or recordings shall be available to the public within a reasonable time  
10 after the meeting, and shall include at least the following information:

11 (a) All members of the governing body present;

12 (b) All motions, proposals, resolutions, orders, ordinances and measures proposed and their dis-  
13 position;

14 (c) The results of all votes and, except for public bodies consisting of more than 25 members  
15 unless requested by a member of that body, the vote of each member by name;

16 (d) The substance of any discussion on any matter; and

17 (e) Subject to ORS 192.410 to 192.505 relating to public records, a reference to any document  
18 discussed at the meeting.

19 (2) Minutes of executive sessions shall be kept in accordance with subsection (1) of this section.  
20 However, the minutes of a hearing held under ORS 332.061 shall contain only the material not ex-  
21 cluded under ORS 332.061 (2). Instead of written minutes, a record of any executive session may be  
22 kept in the form of a sound or video tape or digital recording, which need not be transcribed unless  
23 otherwise provided by law. If the disclosure of certain material is inconsistent with the purpose for  
24 which a meeting under ORS 192.660 is authorized to be held, that material may be excluded from  
25 disclosure. However, excluded materials are authorized to be examined privately by a court in any  
26 legal action and the court shall determine their admissibility.

27 (3) A reference in minutes or a recording to a document discussed at a meeting of a governing  
28 body of a public body does not affect the status of the document under ORS 192.410 to 192.505.

29 (4) A public body may charge a person a fee under ORS 192.440 for the preparation of a tran-  
30 script from a recording.

31 **(5) If a public body uses a sound recording to satisfy the requirements of this section,**

**NOTE:** Matter in **boldfaced** type in an amended section is new; matter *[italic and bracketed]* is existing law to be omitted.  
New sections are in **boldfaced** type.

1 **the member of the governing body who is presiding over the meeting shall cause the name**  
2 **of each member attending the meeting and the name of each person speaking at the meeting**  
3 **to be recorded on the recording.**

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