
THE GENERAL ASSEMBLY OF PENNSYLVANIA

HOUSE BILL

No. 1080 Session of
2015

INTRODUCED BY D. MILLER, ROZZI, McNEILL AND MURT, APRIL 28, 2015

REFERRED TO COMMITTEE ON STATE GOVERNMENT, APRIL 28, 2015

AN ACT

1 Amending Title 65 (Public Officers) of the Pennsylvania
2 Consolidated Statutes, in open meetings, further providing
3 for definitions, for open meetings and for minutes of
4 meetings, public records and recording of meetings, providing
5 for agendas and further providing for public participation.

6 The General Assembly of the Commonwealth of Pennsylvania
7 hereby enacts as follows:

8 Section 1. Section 703 of Title 65 of the Pennsylvania
9 Consolidated Statutes is amended by adding a definition to read:

10 § 703. Definitions.

11 The following words and phrases when used in this chapter
12 shall have the meanings given to them in this section unless the
13 context clearly indicates otherwise:

14 * * *

15 "Agenda." A schedule or list of items to be attended to
16 during the course of a meeting.

17 * * *

18 Section 2. Sections 704 and 706 of Title 65 are amended to
19 read:

20 § 704. Open meetings.

1 [Official] All meetings of an agency where official action
2 and deliberations by a quorum of the members of an agency [shall
3 take place at a meeting] occur shall be open to the public
4 unless closed under section 707 (relating to exceptions to open
5 meetings), 708 (relating to executive sessions) or 712 (relating
6 to General Assembly meetings covered).

7 § 706. Minutes of meetings, public records and recording of
8 meetings.

9 (a) General rule.--Written minutes shall be kept of all open
10 meetings of agencies. The minutes shall include:

11 (1) The date, time and place of the meeting.

12 (2) The names of members present.

13 (3) The substance of all official actions and a record
14 by individual member of the roll call votes taken.

15 (4) The names of all citizens who appeared officially
16 and the subject of their testimony.

17 (5) The printed agenda provided before the beginning of
18 the public meeting.

19 (b) Time for producing minutes of meetings.--Minutes of
20 meetings shall be available to the public upon adoption no later
21 than the next open meeting of the agency.

22 Section 3. Title 65 is amended by adding a section to read:

23 § 709.1. Agendas.

24 (a) Open meetings.--A printed agenda shall be circulated at
25 the beginning of all meetings of an agency subject to the
26 requirements of section 704 (relating to open meetings).

27 (b) Executive sessions.--

28 (1) Prior to the commencement of an agency executive
29 session, a printed agenda shall be posted and circulated
30 listing the general topics to be discussed and the specific

1 purpose provided under section 708(a) (relating to executive
2 sessions) for each topic being discussed.

3 (2) Notwithstanding the provisions of this section, an
4 agency may add an executive session topic, so long as the
5 topic and explanation of its exemption under section 708(a)
6 are included in minutes available to the public.

7 (c) Construction.--Nothing in this section shall be
8 construed to prohibit the dissemination of additional
9 information by the agency.

10 Section 4. Section 710.1(a) of Title 65 is amended to read:

11 § 710.1. Public participation.

12 (a) General rule.--Except as provided in subsection (d), the
13 board or council of a political subdivision or of an authority
14 created by a political subdivision shall provide a reasonable
15 opportunity at each advertised regular meeting and advertised
16 special meeting for residents of the political subdivision or of
17 the authority created by a political subdivision or for
18 taxpayers of the political subdivision or of the authority
19 created by a political subdivision or for both to comment on
20 matters of concern, agenda items, official action or
21 deliberation which are or may be before the board or council
22 prior to taking official action. The board or council has the
23 option to accept all public comment at the beginning of the
24 meeting. If the board or council determines that there is not
25 sufficient time at a meeting for residents of the political
26 subdivision or of the authority created by a political
27 subdivision or for taxpayers of the political subdivision or of
28 the authority created by a political subdivision or for both to
29 comment, the board or council may defer the comment period to
30 the next regular meeting or to a special meeting occurring in

1 advance of the next regular meeting.

2 * * *

3 Section 5. This act shall take effect in 60 days.