

# Utah Open and Public Meetings Act

Annual Training  
Updated May 2018



**When a quorum of a public body meets to discuss or act on a subject over which the body has jurisdiction or advisory power, it must follow OPMA**



# Open Meetings

- Notices
  - Annual
  - Meeting--at least 24 hours
- Agendas
  - Identify topics for consideration with reasonable specificity
  - May discuss topics not on the agenda without taking action
- Recordings
- Minutes
  - Pending
  - Approved
- Electronic meetings OK after adopting a governing resolution, rule or ordinance



# Closed Meetings

- Must start in an open meeting
- Announce reasons for closing and location of closed meeting
  - Permitted topics
  - Prohibited topics
- $\frac{2}{3}$  of members present must vote to close the meeting
- No action permitted
- Recording generally required
- Return to open meeting to take action



# Exceptions

- Group message
- Chance gathering
- Social gathering
- Public body with executive and legislative powers--administrative & operational
- USTC--confidential tax matters
- Routine conversations of large public transit district trustees



# 2018 Legislative Updates

- HB179--Required training must be available online
- SB136--Exempts routine conversations of large public transit district trustees
- SB178--Taxed Interlocal Entity is a public body
- SB238--Subcommittees of the Legislative Management Committee are not public bodies when evaluating potential employees



**Questions?**

