
SENATE BILL No. 92

DIGEST OF INTRODUCED BILL

Citations Affected: IC 5-14; IC 34-30-2.

Synopsis: Public access issues. Requires a public agency to: (1) allow inspection or copying; or (2) make copies; of a public record within a reasonable time after the request is received by the agency. Provides that a court may impose a civil penalty against: (1) an officer of a public agency or an individual employed in a management level position with a public agency; or (2) the public agency; for violating the public records law or the open door law. Provides that a court may impose a civil penalty of: (1) not more than \$100 for the first violation; and (2) not more than \$500 for any additional violations. Provides that a court may: (1) impose only one civil penalty against an individual in an action even if the court finds that the individual committed multiple violations; and (2) impose another civil penalty against the individual in a separate action. Provides that if an officer of a state or local government agency orders a management level employee to: (1) not give proper notice of a public meeting or executive session; or (2) deny or interfere with a person's request to inspect or copy a public document; the employee is not subject to a civil penalty for violating the statute. Provides that if a local government agency has the capacity to send electronic mail, the agency shall provide notice to anyone (other than news media) that makes an annual request for notice by: (1) transmitting the notice by electronic mail; or (2) posting the notice on the agency's Internet web site (if the agency has an Internet web site). Provides that a court may not declare a governmental action void for failure to give notice by electronic mail or posting on the local government agency's web site, if the agency made a good faith effort to
(Continued next page)

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Effective: July 1, 2012.

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January 4, 2012, read first time and referred to Committee on Local Government.



comply with the statute. Provides that a public agency may withhold personal information from public disclosure regarding an individual less than 18 years of age who participates in an activity conducted or supervised by a state educational institution, including personal information regarding the individual's parent or guardian. Requires (rather than allows) a court to review public records in camera to determine whether redaction of the records violates the public records act. If a formal complaint is filed, requires the public access counselor to review public records in camera without redaction (excluding redacted information that is the work product of an attorney and records that the agency is prohibited by law from disclosing) to determine whether the redaction of the records violated the public records act. Provides that unredacted documents that are in the possession of the public access counselor for in camera inspection are confidential while in the possession of the public access counselor. Creates an education fund for a program administered by the public access counselor to train public officials and educate the public on the rights of the public and the responsibilities of public agencies under the public access laws. Provides that a public agency has discretion as to whether to disclose a public record requested by an offender containing personal information relating to a judge, law enforcement officer, or family member of a judge or law enforcement officer.

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Introduced

Second Regular Session 117th General Assembly (2012)

PRINTING CODE. Amendments: Whenever an existing statute (or a section of the Indiana Constitution) is being amended, the text of the existing provision will appear in this style type, additions will appear in **this style type**, and deletions will appear in ~~this style type~~.

Additions: Whenever a new statutory provision is being enacted (or a new constitutional provision adopted), the text of the new provision will appear in **this style type**. Also, the word **NEW** will appear in that style type in the introductory clause of each SECTION that adds a new provision to the Indiana Code or the Indiana Constitution.

Conflict reconciliation: Text in a statute in *this style type* or ~~this style type~~ reconciles conflicts between statutes enacted by the 2011 Regular Session of the General Assembly.

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SENATE BILL No. 92



A BILL FOR AN ACT to amend the Indiana Code concerning local government.

Be it enacted by the General Assembly of the State of Indiana:

1 SECTION 1. IC 5-14-1.5-5, AS AMENDED BY P.L.177-2005,
2 SECTION 14, IS AMENDED TO READ AS FOLLOWS [EFFECTIVE
3 JULY 1, 2012]: Sec. 5. (a) Public notice of the date, time, and place of
4 any meetings, executive sessions, or of any rescheduled or reconvened
5 meeting, shall be given at least forty-eight (48) hours (excluding
6 Saturdays, Sundays, and legal holidays) before the meeting. This
7 requirement does not apply to reconvened meetings (not including
8 executive sessions) where announcement of the date, time, and place
9 of the reconvened meeting is made at the original meeting and recorded
10 in the memoranda and minutes thereof, and there is no change in the
11 agenda.

12 (b) Public notice shall be given by the governing body of a public
13 agency ~~by~~ **as follows:**

14 (1) **The governing body of a public agency shall give public**
15 **notice by** posting a copy of the notice at the principal office of the



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public agency holding the meeting or, if no such office exists, at the building where the meeting is to be held. ~~and~~

(2) The governing body of a public agency shall give public notice by delivering notice to all news media which deliver by ~~January~~ † an annual written request for ~~such~~ the notices **not later than December 31** for the next succeeding calendar year to the governing body of the public agency. The governing body shall give notice by one (1) of the following methods:

(A) Depositing the notice in the United States mail with postage prepaid.

(B) Transmitting the notice by electronic mail, **if the public agency has the capacity to transmit electronic mail.**

(C) Transmitting the notice by facsimile (fax).

(3) This subdivision applies only to the governing body of a public agency of a political subdivision described in section 2(a)(2), 2(a)(4), or 2(a)(5) of this chapter that has the capacity to send electronic mail or has an Internet web site. The governing body of a public agency shall give public notice by delivering notice to any person (other than news media) who delivers to the governing body of the public agency an annual written request for the notices not later than December 31 for the next succeeding calendar year. The governing body shall give notice by one (1) of the following methods, which shall be determined by the governing body:

(A) Transmitting the notice by electronic mail, if the public agency has the capacity to send electronic mail.

(B) Publishing the notice on the public agency's Internet web site at least forty-eight (48) hours in advance of the meeting, if the public agency has an Internet web site.

A court may not declare void any policy, decision, or final action under section 7 of this chapter based on a failure to give a person notice under subdivision (3) if the public agency made a good faith effort to comply with subdivision (3). If a governing body comes into existence after ~~January~~ †, **December 31**, it shall comply with this ~~subdivision~~ **subsection** upon receipt of a written request for notice. In addition, a state agency (as defined in IC 4-13-1-1) shall provide electronic access to the notice through the computer gateway administered by the office of technology established by IC 4-13.1-2-1.

(c) Notice of regular meetings need be given only once each year, except that an additional notice shall be given where the date, time, or place of a regular meeting or meetings is changed. This subsection does not apply to executive sessions.

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1 (d) If a meeting is called to deal with an emergency involving actual
2 or threatened injury to person or property, or actual or threatened
3 disruption of the governmental activity under the jurisdiction of the
4 public agency by any event, then the time requirements of notice under
5 this section shall not apply, but:

6 (1) news media which have requested notice of meetings **under**
7 **subsection (b)(2)** must be given the same notice as is given to the
8 members of the governing body; and

9 (2) the public must be notified by posting a copy of the notice
10 according to ~~this section~~: **subsection (b)(1)**.

11 (e) This section shall not apply where notice by publication is
12 required by statute, ordinance, rule, or regulation.

13 (f) This section shall not apply to:

14 (1) the department of local government finance, the Indiana board
15 of tax review, or any other governing body which meets in
16 continuous session, except that this section applies to meetings of
17 these governing bodies which are required by or held pursuant to
18 statute, ordinance, rule, or regulation; or

19 (2) the executive of a county or the legislative body of a town if
20 the meetings are held solely to receive information or
21 recommendations in order to carry out administrative functions,
22 to carry out administrative functions, or confer with staff
23 members on matters relating to the internal management of the
24 unit. "Administrative functions" do not include the awarding of
25 contracts, the entering into contracts, or any other action creating
26 an obligation or otherwise binding a county or town.

27 (g) This section does not apply to the general assembly.

28 (h) Notice has not been given in accordance with this section if a
29 governing body of a public agency convenes a meeting at a time so
30 unreasonably departing from the time stated in its public notice that the
31 public is misled or substantially deprived of the opportunity to attend,
32 observe, and record the meeting.

33 SECTION 2. IC 5-14-1.5-7, AS AMENDED BY P.L.179-2007,
34 SECTION 6, IS AMENDED TO READ AS FOLLOWS [EFFECTIVE
35 JULY 1, 2012]: Sec. 7. (a) An action may be filed by any person in any
36 court of competent jurisdiction to:

37 (1) obtain a declaratory judgment;
38 (2) enjoin continuing, threatened, or future violations of this
39 chapter; or

40 (3) declare void any policy, decision, or final action:
41 (A) taken at an executive session in violation of section 3(a) of
42 this chapter;

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- 1 (B) taken at any meeting of which notice is not given in
 2 accordance with section 5 of this chapter;
 3 (C) that is based in whole or in part upon official action taken
 4 at any:
 5 (i) executive session in violation of section 3(a) of this
 6 chapter;
 7 (ii) meeting of which notice is not given in accordance with
 8 section 5 of this chapter; or
 9 (iii) series of gatherings in violation of section 3.1 of this
 10 chapter; or
 11 (D) taken at a meeting held in a location in violation of section
 12 8 of this chapter.

13 The plaintiff need not allege or prove special damage different from
 14 that suffered by the public at large.

15 (b) Regardless of whether a formal complaint or an informal inquiry
 16 is pending before the public access counselor, any action to declare any
 17 policy, decision, or final action of a governing body void, or to enter an
 18 injunction which would invalidate any policy, decision, or final action
 19 of a governing body, based on violation of this chapter occurring before
 20 the action is commenced, shall be commenced:

- 21 (1) prior to the delivery of any warrants, notes, bonds, or
 22 obligations if the relief sought would have the effect, if granted,
 23 of invalidating the notes, bonds, or obligations; or
 24 (2) with respect to any other subject matter, within thirty (30)
 25 days of either:

- 26 (A) the date of the act or failure to act complained of; or
 27 (B) the date that the plaintiff knew or should have known that
 28 the act or failure to act complained of had occurred;

29 whichever is later. If the challenged policy, decision, or final action is
 30 recorded in the memoranda or minutes of a governing body, a plaintiff
 31 is considered to have known that the act or failure to act complained of
 32 had occurred not later than the date that the memoranda or minutes are
 33 first available for public inspection.

34 (c) If a court finds that a governing body of a public agency has
 35 violated this chapter, it may not find that the violation was cured by the
 36 governing body by only having taken final action at a meeting that
 37 complies with this chapter.

38 (d) In determining whether to declare any policy, decision, or final
 39 action void, a court shall consider the following factors among other
 40 relevant factors:

- 41 (1) The extent to which the violation:
 42 (A) affected the substance of the policy, decision, or final

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1 action;
2 (B) denied or impaired access to any meetings that the public
3 had a right to observe and record; and
4 (C) prevented or impaired public knowledge or understanding
5 of the public's business.
6 (2) Whether voiding of the policy, decision, or final action is a
7 necessary prerequisite to a substantial reconsideration of the
8 subject matter.
9 (3) Whether the public interest will be served by voiding the
10 policy, decision, or final action by determining which of the
11 following factors outweighs the other:
12 (A) The remedial benefits gained by effectuating the public
13 policy of the state declared in section 1 of this chapter.
14 (B) The prejudice likely to accrue to the public if the policy,
15 decision, or final action is voided, including the extent to
16 which persons have relied upon the validity of the challenged
17 action and the effect declaring the challenged action void
18 would have on them.
19 (4) Whether the defendant acted in compliance with an informal
20 inquiry response or advisory opinion issued by the public access
21 counselor concerning the violation.
22 (e) If a court declares a policy, decision, or final action of a
23 governing body of a public agency void, the court may enjoin the
24 governing body from subsequently acting upon the subject matter of
25 the voided act until it has been given substantial reconsideration at a
26 meeting or meetings that comply with this chapter.
27 (f) In any action filed under this section, a court shall award
28 reasonable attorney's fees, court costs, and other reasonable expenses
29 of litigation to the prevailing party if:
30 (1) the plaintiff prevails; or
31 (2) the defendant prevails and the court finds that the action is
32 frivolous and vexatious.
33 The plaintiff is not eligible for the awarding of attorney's fees, court
34 costs, and other reasonable expenses if the plaintiff filed the action
35 without first seeking and receiving an informal inquiry response or
36 advisory opinion from the public access counselor, unless the plaintiff
37 can show the filing of the action was necessary to prevent a violation
38 of this chapter.
39 **(g) In an action filed under this section, a court may assess a
40 civil penalty under section 7.5 of this chapter.**
41 ~~(g)~~ **(h)** A court shall expedite the hearing of an action filed under
42 this section.

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1 SECTION 3. IC 5-14-1.5-7.5 IS ADDED TO THE INDIANA
 2 CODE AS A NEW SECTION TO READ AS FOLLOWS
 3 [EFFECTIVE JULY 1, 2012]: **Sec. 7.5. (a) This section applies only**
 4 **to an individual who is:**

- 5 (1) an officer of a public agency; or
 6 (2) employed in a management level position with a public
 7 agency.

8 (b) An individual who knowingly and intentionally fails to
 9 perform a duty imposed on the individual under this chapter by:

- 10 (1) failing to give proper notice of a regular meeting, special
 11 meeting, or executive session;
 12 (2) taking final action outside a regular meeting or special
 13 meeting;
 14 (3) participating in a secret ballot during a meeting;
 15 (4) discussing in an executive session subjects not eligible for
 16 an executive session;
 17 (5) failing to prepare a memorandum of a meeting required
 18 by section 4 of this chapter; or
 19 (6) participating in at least one (1) gathering of a series of
 20 gatherings under section 3.1 of this chapter;

21 subjects the individual and the public agency to a civil penalty
 22 under subsection (d).

23 (c) Except as provided in subsection (g), a court may impose a
 24 civil penalty against one (1) or more of the following:

- 25 (1) The individual named as a defendant in the action.
 26 (2) The public agency named as a defendant in the action.

27 (d) The court may impose against each entity listed in subsection
 28 (c) the following civil penalties:

- 29 (1) Not more than one hundred dollars (\$100) for the first
 30 violation.
 31 (2) Not more than five hundred dollars (\$500) for each
 32 additional violation.

33 The penalty imposed under this section is in addition to any other
 34 civil or criminal penalty imposed. However, in any one (1) action
 35 brought under this section, a court may impose only one (1) civil
 36 penalty against an individual, even if the court finds that the
 37 individual committed multiple violations. This subsection does not
 38 preclude a court from imposing another civil penalty against an
 39 individual in a separate action, but an individual may not be
 40 assessed more than one (1) civil penalty in any one (1) action
 41 brought under this section.

42 (e) A court shall distribute monthly to the auditor of state any

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1 penalties collected under this section for deposit in the education
2 fund established by IC 5-14-4-14.

3 (f) An individual is personally liable for a civil penalty imposed
4 on the individual under this section. A civil penalty imposed
5 against a public agency under this section shall be paid from the
6 public agency's budget. The attorney general may bring an action
7 to collect unpaid civil penalties imposed under this section.

8 (g) If an officer of a public agency directs an individual who is
9 employed in a management level position to perform any action
10 under subsection (b)(1), the management level employee is not
11 subject to civil penalties under subsection (d).

12 SECTION 4. IC 5-14-3-3, AS AMENDED BY P.L.2-2007,
13 SECTION 100, IS AMENDED TO READ AS FOLLOWS
14 [EFFECTIVE JULY 1, 2012]: Sec. 3. (a) Any person may inspect and
15 copy the public records of any public agency during the regular
16 business hours of the agency, except as provided in section 4 of this
17 chapter. A request for inspection or copying must:

18 (1) identify with reasonable particularity the record being
19 requested; and

20 (2) be, at the discretion of the agency, in writing on or in a form
21 provided by the agency.

22 No request may be denied because the person making the request
23 refuses to state the purpose of the request, unless such condition is
24 required by other applicable statute.

25 (b) A public agency may not deny or interfere with the exercise of
26 the right stated in subsection (a). **Within a reasonable time after the**
27 **request is received by the agency**, the public agency shall either:

28 (1) provide the requested copies to the person making the request;
29 or

30 (2) allow the person to make copies:

31 (A) on the agency's equipment; or

32 (B) on the person's own equipment.

33 (c) Notwithstanding subsections (a) and (b), a public agency may or
34 may not do the following:

35 (1) In accordance with a contract described in section 3.5 of this
36 chapter, permit a person to inspect and copy through the use of
37 enhanced access public records containing information owned by
38 or entrusted to the public agency.

39 (2) Permit a governmental entity to use an electronic device to
40 inspect and copy public records containing information owned by
41 or entrusted to the public agency.

42 (d) Except as provided in subsection (e), a public agency that

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1 maintains or contracts for the maintenance of public records in an
 2 electronic data storage system shall make reasonable efforts to provide
 3 to a person making a request a copy of all disclosable data contained
 4 in the records on paper, disk, tape, drum, or any other method of
 5 electronic retrieval if the medium requested is compatible with the
 6 agency's data storage system. This subsection does not apply to an
 7 electronic map.

8 (e) A state agency may adopt a rule under IC 4-22-2, and a political
 9 subdivision may enact an ordinance, prescribing the conditions under
 10 which a person who receives information on disk or tape under
 11 subsection (d) may or may not use the information for commercial
 12 purposes, including to sell, advertise, or solicit the purchase of
 13 merchandise, goods, or services, or sell, loan, give away, or otherwise
 14 deliver the information obtained by the request to any other person for
 15 these purposes. Use of information received under subsection (d) in
 16 connection with the preparation or publication of news, for nonprofit
 17 activities, or for academic research is not prohibited. A person who
 18 uses information in a manner contrary to a rule or ordinance adopted
 19 under this subsection may be prohibited by the state agency or political
 20 subdivision from obtaining a copy or any further data under subsection
 21 (d).

22 (f) Notwithstanding the other provisions of this section, a public
 23 agency is not required to create or provide copies of lists of names and
 24 addresses (including electronic mail account addresses) unless the
 25 public agency is required to publish such lists and disseminate them to
 26 the public under a statute. However, if a public agency has created a
 27 list of names and addresses (excluding electronic mail account
 28 addresses) it must permit a person to inspect and make memoranda
 29 abstracts from the list unless access to the list is prohibited by law. The
 30 lists of names and addresses (including electronic mail account
 31 addresses) described in subdivisions (1) through (3) may not be
 32 disclosed by public agencies to any individual or entity for political
 33 purposes and may not be used by any individual or entity for political
 34 purposes. In addition, the lists of names and addresses (including
 35 electronic mail account addresses) described in subdivisions (1)
 36 through (3) may not be disclosed by public agencies to commercial
 37 entities for commercial purposes and may not be used by commercial
 38 entities for commercial purposes. The prohibition in this subsection
 39 against the disclosure of lists for political or commercial purposes
 40 applies to the following lists of names and addresses (including
 41 electronic mail account addresses):

42 (1) A list of employees of a public agency.



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- 1 (2) A list of persons attending conferences or meetings at a state
- 2 educational institution or of persons involved in programs or
- 3 activities conducted or supervised by the state educational
- 4 institution.
- 5 (3) A list of students who are enrolled in a public school
- 6 corporation if the governing body of the public school corporation
- 7 adopts a policy:
 - 8 (A) with respect to disclosure related to a commercial purpose,
 - 9 prohibiting the disclosure of the list to commercial entities for
 - 10 commercial purposes;
 - 11 (B) with respect to disclosure related to a commercial purpose,
 - 12 specifying the classes or categories of commercial entities to
 - 13 which the list may not be disclosed or by which the list may
 - 14 not be used for commercial purposes; or
 - 15 (C) with respect to disclosure related to a political purpose,
 - 16 prohibiting the disclosure of the list to individuals and entities
 - 17 for political purposes.

18 A policy adopted under subdivision (3)(A) or (3)(B) must be uniform
 19 and may not discriminate among similarly situated commercial entities.
 20 For purposes of this subsection, "political purposes" means influencing
 21 the election of a candidate for federal, state, legislative, local, or school
 22 board office or the outcome of a public question or attempting to solicit
 23 a contribution to influence the election of a candidate for federal, state,
 24 legislative, local, or school board office or the outcome of a public
 25 question.

- 26 (g) A public agency may not enter into or renew a contract or an
- 27 obligation:
 - 28 (1) for the storage or copying of public records; or
 - 29 (2) that requires the public to obtain a license or pay copyright
 - 30 royalties for obtaining the right to inspect and copy the records
 - 31 unless otherwise provided by applicable statute;

32 if the contract, obligation, license, or copyright unreasonably impairs
 33 the right of the public to inspect and copy the agency's public records.

- 34 (h) If this section conflicts with IC 3-7, the provisions of IC 3-7
- 35 apply.

36 SECTION 5. IC 5-14-3-4, AS AMENDED BY P.L.170-2011,
 37 SECTION 1, IS AMENDED TO READ AS FOLLOWS [EFFECTIVE
 38 JULY 1, 2012]: Sec. 4. (a) The following public records are excepted
 39 from section 3 of this chapter and may not be disclosed by a public
 40 agency, unless access to the records is specifically required by a state
 41 or federal statute or is ordered by a court under the rules of discovery:

- 42 (1) Those declared confidential by state statute.

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- 1 (2) Those declared confidential by rule adopted by a public
- 2 agency under specific authority to classify public records as
- 3 confidential granted to the public agency by statute.
- 4 (3) Those required to be kept confidential by federal law.
- 5 (4) Records containing trade secrets.
- 6 (5) Confidential financial information obtained, upon request,
- 7 from a person. However, this does not include information that is
- 8 filed with or received by a public agency pursuant to state statute.
- 9 (6) Information concerning research, including actual research
- 10 documents, conducted under the auspices of a state educational
- 11 institution, including information:
 - 12 (A) concerning any negotiations made with respect to the
 - 13 research; and
 - 14 (B) received from another party involved in the research.
- 15 (7) Grade transcripts and license examination scores obtained as
- 16 part of a licensure process.
- 17 (8) Those declared confidential by or under rules adopted by the
- 18 supreme court of Indiana.
- 19 (9) Patient medical records and charts created by a provider,
- 20 unless the patient gives written consent under IC 16-39 or as
- 21 provided under IC 16-41-8.
- 22 (10) Application information declared confidential by the board
- 23 of the Indiana economic development corporation under
- 24 IC 5-28-16.
- 25 (11) A photograph, a video recording, or an audio recording of an
- 26 autopsy, except as provided in IC 36-2-14-10.
- 27 (12) A Social Security number contained in the records of a
- 28 public agency.
- 29 (13) The following information that is part of a foreclosure action
- 30 subject to IC 32-30-10.5:
 - 31 (A) Contact information for a debtor, as described in
 - 32 IC 32-30-10.5-8(d)(2)(B).
 - 33 (B) Any document submitted to the court as part of the debtor's
 - 34 loss mitigation package under IC 32-30-10.5-10(a)(3).
- 35 (b) Except as otherwise provided by subsection (a), the following
- 36 public records shall be excepted from section 3 of this chapter at the
- 37 discretion of a public agency:
 - 38 (1) Investigatory records of law enforcement agencies. However,
 - 39 certain law enforcement records must be made available for
 - 40 inspection and copying as provided in section 5 of this chapter.
 - 41 (2) The work product of an attorney representing, pursuant to
 - 42 state employment or an appointment by a public agency:

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- 1 (A) a public agency;
- 2 (B) the state; or
- 3 (C) an individual.
- 4 (3) Test questions, scoring keys, and other examination data used
- 5 in administering a licensing examination, examination for
- 6 employment, or academic examination before the examination is
- 7 given or if it is to be given again.
- 8 (4) Scores of tests if the person is identified by name and has not
- 9 consented to the release of the person's scores.
- 10 (5) The following:
- 11 (A) Records relating to negotiations between the Indiana
- 12 economic development corporation, the ports of Indiana, the
- 13 Indiana state department of agriculture, the Indiana finance
- 14 authority, an economic development commission, a local
- 15 economic development organization (as defined in
- 16 IC 5-28-11-2(3)), or a governing body of a political
- 17 subdivision with industrial, research, or commercial prospects,
- 18 if the records are created while negotiations are in progress.
- 19 (B) Notwithstanding clause (A), the terms of the final offer of
- 20 public financial resources communicated by the Indiana
- 21 economic development corporation, the ports of Indiana, the
- 22 Indiana finance authority, an economic development
- 23 commission, or a governing body of a political subdivision to
- 24 an industrial, a research, or a commercial prospect shall be
- 25 available for inspection and copying under section 3 of this
- 26 chapter after negotiations with that prospect have terminated.
- 27 (C) When disclosing a final offer under clause (B), the Indiana
- 28 economic development corporation shall certify that the
- 29 information being disclosed accurately and completely
- 30 represents the terms of the final offer.
- 31 (6) Records that are intra-agency or interagency advisory or
- 32 deliberative material, including material developed by a private
- 33 contractor under a contract with a public agency, that are
- 34 expressions of opinion or are of a speculative nature, and that are
- 35 communicated for the purpose of decision making.
- 36 (7) Diaries, journals, or other personal notes serving as the
- 37 functional equivalent of a diary or journal.
- 38 (8) Personnel files of public employees and files of applicants for
- 39 public employment, except for:
- 40 (A) the name, compensation, job title, business address,
- 41 business telephone number, job description, education and
- 42 training background, previous work experience, or dates of

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- 1 first and last employment of present or former officers or
 2 employees of the agency;
- 3 (B) information relating to the status of any formal charges
 4 against the employee; and
- 5 (C) the factual basis for a disciplinary action in which final
 6 action has been taken and that resulted in the employee being
 7 suspended, demoted, or discharged.
- 8 However, all personnel file information shall be made available
 9 to the affected employee or the employee's representative. This
 10 subdivision does not apply to disclosure of personnel information
 11 generally on all employees or for groups of employees without the
 12 request being particularized by employee name.
- 13 (9) Minutes or records of hospital medical staff meetings.
- 14 (10) Administrative or technical information that would
 15 jeopardize a record keeping or security system.
- 16 (11) Computer programs, computer codes, computer filing
 17 systems, and other software that are owned by the public agency
 18 or entrusted to it and portions of electronic maps entrusted to a
 19 public agency by a utility.
- 20 (12) Records specifically prepared for discussion or developed
 21 during discussion in an executive session under IC 5-14-1.5-6.1.
 22 However, this subdivision does not apply to that information
 23 required to be available for inspection and copying under
 24 subdivision (8).
- 25 (13) The work product of the legislative services agency under
 26 personnel rules approved by the legislative council.
- 27 (14) The work product of individual members and the partisan
 28 staffs of the general assembly.
- 29 (15) The identity of a donor of a gift made to a public agency if:
 30 (A) the donor requires nondisclosure of the donor's identity as
 31 a condition of making the gift; or
 32 (B) after the gift is made, the donor or a member of the donor's
 33 family requests nondisclosure.
- 34 (16) Library or archival records:
 35 (A) which can be used to identify any library patron; or
 36 (B) deposited with or acquired by a library upon a condition
 37 that the records be disclosed only:
 38 (i) to qualified researchers;
 39 (ii) after the passing of a period of years that is specified in
 40 the documents under which the deposit or acquisition is
 41 made; or
 42 (iii) after the death of persons specified at the time of the

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acquisition or deposit.
However, nothing in this subdivision shall limit or affect contracts entered into by the Indiana state library pursuant to IC 4-1-6-8.
(17) The identity of any person who contacts the bureau of motor vehicles concerning the ability of a driver to operate a motor vehicle safely and the medical records and evaluations made by the bureau of motor vehicles staff or members of the driver licensing medical advisory board regarding the ability of a driver to operate a motor vehicle safely. However, upon written request to the commissioner of the bureau of motor vehicles, the driver must be given copies of the driver's medical records and evaluations.
(18) School safety and security measures, plans, and systems, including emergency preparedness plans developed under 511 IAC 6.1-2-2.5.
(19) A record or a part of a record, the public disclosure of which would have a reasonable likelihood of threatening public safety by exposing a vulnerability to terrorist attack. A record described under this subdivision includes:
(A) a record assembled, prepared, or maintained to prevent, mitigate, or respond to an act of terrorism under IC 35-47-12-1 or an act of agricultural terrorism under IC 35-47-12-2;
(B) vulnerability assessments;
(C) risk planning documents;
(D) needs assessments;
(E) threat assessments;
(F) intelligence assessments;
(G) domestic preparedness strategies;
(H) the location of community drinking water wells and surface water intakes;
(I) the emergency contact information of emergency responders and volunteers;
(J) infrastructure records that disclose the configuration of critical systems such as communication, electrical, ventilation, water, and wastewater systems; and
(K) detailed drawings or specifications of structural elements, floor plans, and operating, utility, or security systems, whether in paper or electronic form, of any building or facility located on an airport (as defined in IC 8-21-1-1) that is owned, occupied, leased, or maintained by a public agency. A record described in this clause may not be released for public inspection by any public agency without the prior approval of

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the public agency that owns, occupies, leases, or maintains the airport. The public agency that owns, occupies, leases, or maintains the airport:

(i) is responsible for determining whether the public disclosure of a record or a part of a record has a reasonable likelihood of threatening public safety by exposing a vulnerability to terrorist attack; and

(ii) must identify a record described under item (i) and clearly mark the record as "confidential and not subject to public disclosure under IC 5-14-3-4(b)(19)(J) without approval of (insert name of submitting public agency)".

This subdivision does not apply to a record or portion of a record pertaining to a location or structure owned or protected by a public agency in the event that an act of terrorism under IC 35-47-12-1 or an act of agricultural terrorism under IC 35-47-12-2 has occurred at that location or structure, unless release of the record or portion of the record would have a reasonable likelihood of threatening public safety by exposing a vulnerability of other locations or structures to terrorist attack.

(20) The following personal information concerning a customer of a municipally owned utility (as defined in IC 8-1-2-1):

- (A) Telephone number.
- (B) Address.
- (C) Social Security number.

(21) The following personal information about a complainant contained in records of a law enforcement agency:

- (A) Telephone number.
- (B) The complainant's address. However, if the complainant's address is the location of the suspected crime, infraction, accident, or complaint reported, the address shall be made available for public inspection and copying.

(22) Notwithstanding subdivision (8)(A), the name, compensation, job title, business address, business telephone number, job description, education and training background, previous work experience, or dates of first employment of a law enforcement officer who is operating in an undercover capacity.

(23) Records requested by an offender that:

- (A) contain personal information relating to:
 - (i) a correctional officer (as defined in IC 5-10-10-1.5);
 - (ii) a law enforcement officer (as defined in IC 35-41-1-17);**
 - (iii) a judge (as defined in IC 33-38-12-3);**

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- 1 (ii) (iv) the victim of a crime; or
- 2 (iii) (v) a family member of a correctional officer, **law**
- 3 **enforcement officer (as defined in IC 35-41-1-17), judge**
- 4 **(as defined in IC 33-38-12-3), or the** victim of a crime; or
- 5 (B) concern or could affect the security of a jail or correctional
- 6 facility.

7 **(24) Information concerning an individual less than eighteen**
 8 **(18) years of age who participates in a conference, meeting,**
 9 **program, or activity conducted or supervised by a state**
 10 **educational institution, including the following information**
 11 **regarding the individual or the individual's parent or**
 12 **guardian:**

- 13 **(A) Name.**
- 14 **(B) Address.**
- 15 **(C) Telephone number.**
- 16 **(D) Electronic mail account address.**

17 (c) Nothing contained in subsection (b) shall limit or affect the right
 18 of a person to inspect and copy a public record required or directed to
 19 be made by any statute or by any rule of a public agency.

20 (d) Notwithstanding any other law, a public record that is classified
 21 as confidential, other than a record concerning an adoption or patient
 22 medical records, shall be made available for inspection and copying
 23 seventy-five (75) years after the creation of that record.

24 (e) Only the content of a public record may form the basis for the
 25 adoption by any public agency of a rule or procedure creating an
 26 exception from disclosure under this section.

27 (f) Except as provided by law, a public agency may not adopt a rule
 28 or procedure that creates an exception from disclosure under this
 29 section based upon whether a public record is stored or accessed using
 30 paper, electronic media, magnetic media, optical media, or other
 31 information storage technology.

32 (g) Except as provided by law, a public agency may not adopt a rule
 33 or procedure nor impose any costs or liabilities that impede or restrict
 34 the reproduction or dissemination of any public record.

- 35 (h) Notwithstanding subsection (d) and section 7 of this chapter:
- 36 (1) public records subject to IC 5-15 may be destroyed only in
- 37 accordance with record retention schedules under IC 5-15; or
- 38 (2) public records not subject to IC 5-15 may be destroyed in the
- 39 ordinary course of business.

40 SECTION 6. IC 5-14-3-9, AS AMENDED BY P.L.22-2005,
 41 SECTION 2, IS AMENDED TO READ AS FOLLOWS [EFFECTIVE
 42 JULY 1, 2012]: Sec. 9. (a) A denial of disclosure by a public agency

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1 occurs when the person making the request is physically present in the
 2 office of the agency, makes the request by telephone, or requests
 3 enhanced access to a document and:

4 (1) the person designated by the public agency as being
 5 responsible for public records release decisions refuses to permit
 6 inspection and copying of a public record when a request has
 7 been made; or

8 (2) twenty-four (24) hours elapse after any employee of the public
 9 agency refuses to permit inspection and copying of a public
 10 record when a request has been made;

11 whichever occurs first.

12 (b) If a person requests by mail or by facsimile a copy or copies of
 13 a public record, a denial of disclosure does not occur until seven (7)
 14 days have elapsed from the date the public agency receives the request.

15 (c) If a request is made orally, either in person or by telephone, a
 16 public agency may deny the request orally. However, if a request
 17 initially is made in writing, by facsimile, or through enhanced access,
 18 or if an oral request that has been denied is renewed in writing or by
 19 facsimile, a public agency may deny the request if:

20 (1) the denial is in writing or by facsimile; and

21 (2) the denial includes:

22 (A) a statement of the specific exemption or exemptions
 23 authorizing the withholding of all or part of the public record;
 24 and

25 (B) the name and the title or position of the person responsible
 26 for the denial.

27 (d) This subsection applies to a board, a commission, a department,
 28 a division, a bureau, a committee, an agency, an office, an
 29 instrumentality, or an authority, by whatever name designated,
 30 exercising any part of the executive, administrative, judicial, or
 31 legislative power of the state. If an agency receives a request to inspect
 32 or copy a record that the agency considers to be excepted from
 33 disclosure under section 4(b)(19) of this chapter, the agency may
 34 consult with the counterterrorism and security council established by
 35 IC 10-19-8-1. If an agency denies the disclosure of a record or a part of
 36 a record under section 4(b)(19) of this chapter, the agency or the
 37 counterterrorism and security council shall provide a general
 38 description of the record being withheld and of how disclosure of the
 39 record would have a reasonable likelihood of threatening the public
 40 safety.

41 (e) A person who has been denied the right to inspect or copy a
 42 public record by a public agency may file an action in the circuit or

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1 superior court of the county in which the denial occurred to compel the
 2 public agency to permit the person to inspect and copy the public
 3 record. Whenever an action is filed under this subsection, the public
 4 agency must notify each person who supplied any part of the public
 5 record at issue:

6 (1) that a request for release of the public record has been denied;
 7 and

8 (2) whether the denial was in compliance with an informal inquiry
 9 response or advisory opinion of the public access counselor.

10 Such persons are entitled to intervene in any litigation that results from
 11 the denial. The person who has been denied the right to inspect or copy
 12 need not allege or prove any special damage different from that
 13 suffered by the public at large.

14 (f) The court shall determine the matter de novo, with the burden of
 15 proof on the public agency to sustain its denial. If the issue in de novo
 16 review under this section is whether a public agency properly denied
 17 access to a public record because the record is exempted under section
 18 4(a) of this chapter, the public agency meets its burden of proof under
 19 this subsection by establishing the content of the record with adequate
 20 specificity and not by relying on a conclusory statement or affidavit.

21 (g) If the issue in a de novo review under this section is whether a
 22 public agency properly denied access to a public record because the
 23 record is exempted under section 4(b) of this chapter:

24 (1) the public agency meets its burden of proof under this
 25 subsection by:

26 (A) proving that the record falls within any one (1) of the
 27 categories of exempted records under section 4(b) of this
 28 chapter; and

29 (B) establishing the content of the record with adequate
 30 specificity and not by relying on a conclusory statement or
 31 affidavit; and

32 (2) a person requesting access to a public record meets the
 33 person's burden of proof under this subsection by proving that the
 34 denial of access is arbitrary or capricious.

35 (h) The court may review the public record in camera to determine
 36 whether any part of it may be withheld under this chapter. **However,**
 37 **if the complaint alleges that a public agency denied disclosure of a**
 38 **public record by redacting information in the public record, the**
 39 **court shall conduct an in camera inspection of the public record**
 40 **without the information redacted.**

41 (i) In any action filed under this section, a court shall award
 42 reasonable attorney's fees, court costs, and other reasonable expenses

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1 of litigation to the prevailing party if:
 2 (1) the plaintiff substantially prevails; or
 3 (2) the defendant substantially prevails and the court finds the
 4 action was frivolous or vexatious.
 5 The plaintiff is not eligible for the awarding of attorney's fees, court
 6 costs, and other reasonable expenses if the plaintiff filed the action
 7 without first seeking and receiving an informal inquiry response or
 8 advisory opinion from the public access counselor, unless the plaintiff
 9 can show the filing of the action was necessary because the denial of
 10 access to a public record under this chapter would prevent the plaintiff
 11 from presenting that public record to a public agency preparing to act
 12 on a matter of relevance to the public record whose disclosure was
 13 denied.
 14 **(j) In an action filed under this section, a court may assess a civil
 15 penalty under section 9.5 of this chapter.**
 16 **(j)(k)** A court shall expedite the hearing of an action filed under this
 17 section.
 18 SECTION 7. IC 5-14-3-9.5 IS ADDED TO THE INDIANA CODE
 19 AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JULY
 20 1, 2012]: **Sec. 9.5. (a) As used in this section, "individual" means:**
 21 **(1) an officer of a public agency; or**
 22 **(2) an individual employed in a management level position**
 23 **with a public agency.**
 24 **(b) If an individual:**
 25 **(1) denies a request complying with section 3(a) of this**
 26 **chapter for inspection or copying of a public record; and**
 27 **(2) knows or reasonably should know that the public record**
 28 **is subject to disclosure under this chapter;**
 29 **the individual and the public agency employing the individual are**
 30 **subject to a civil penalty under subsection (e).**
 31 **(c) If an individual charges a copying fee that the individual**
 32 **knows or reasonably should know exceeds the amount set by**
 33 **statute, fee schedule, ordinance, or court order, the individual is**
 34 **subject to a civil penalty under subsection (e).**
 35 **(d) A court may impose a civil penalty for a violation under**
 36 **subsection (b) against one (1) or more of the following:**
 37 **(1) The individual named as a defendant in the action.**
 38 **(2) The public agency named as a defendant in the action.**
 39 **(e) In an action under this section, a court may impose the**
 40 **following civil penalties:**
 41 **(1) Not more than one hundred dollars (\$100) for the first**
 42 **violation.**

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1 **(2) Not more than five hundred dollars (\$500) for each**
 2 **additional violation.**
 3 **The penalty imposed under this section is in addition to any other**
 4 **civil or criminal penalty imposed. However, in any one (1) action**
 5 **brought under this section, a court may impose only one (1) civil**
 6 **penalty against an individual, even if the court finds that the**
 7 **individual committed multiple violations. This subsection does not**
 8 **preclude a court from imposing another civil penalty against an**
 9 **individual in a separate action, but an individual may not be**
 10 **assessed more than one (1) civil penalty in any one (1) action**
 11 **brought under this section.**
 12 **(f) A court shall distribute monthly to the auditor of state any**
 13 **penalties collected under this section for deposit in the education**
 14 **fund established by IC 5-14-4-14.**
 15 **(g) An individual is personally liable for a civil penalty imposed**
 16 **on the individual under this section. A civil penalty imposed**
 17 **against a public agency under this section shall be paid from the**
 18 **public agency's budget. The attorney general may bring an action**
 19 **to collect unpaid civil penalties imposed under this section.**
 20 **(h) If an officer of a public agency directs an individual who is**
 21 **employed in a management level position to perform any action**
 22 **under subsection (b)(1), the management level employee is not**
 23 **subject to civil penalties under subsection (e).**
 24 **SECTION 8. IC 5-14-4-14 IS ADDED TO THE INDIANA CODE**
 25 **AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JULY**
 26 **1, 2012]: Sec. 14. (a) An education fund is established to fund a**
 27 **program under section 10(1) of this chapter.**
 28 **(b) The fund consists of the following:**
 29 **(1) Civil penalties collected under IC 5-14-1.5-7.5 and**
 30 **IC 5-14-3-9.5.**
 31 **(2) Money appropriated by the general assembly.**
 32 **(3) Grants, gifts, contributions, and money received from any**
 33 **other source.**
 34 **(c) The treasurer of state shall administer the fund. The**
 35 **following may be paid from money in the fund:**
 36 **(1) Expenses of administering the fund.**
 37 **(2) Nonrecurring administrative expenses incurred to carry**
 38 **out the purposes of this section.**
 39 **(d) Money in the fund at the end of a state fiscal year does not**
 40 **revert to the state general fund.**
 41 **(e) The treasurer of state shall invest the money in the fund not**
 42 **currently needed to meet the obligations of the fund in the same**

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manner as other public funds may be invested. Interest that accrues from these investments shall be deposited in the fund.

SECTION 9. IC 5-14-5-9 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2012]: Sec. 9. Except as provided in section 10 of this chapter, the counselor shall issue an advisory opinion on the complaint not later than thirty (30) days after:

- (1) the complaint is filed; or
- (2) an in camera inspection is completed under section 10.5 of this chapter.**

SECTION 10. IC 5-14-5-10 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2012]: Sec. 10. (a) If the counselor determines that a complaint has priority, the counselor shall issue an advisory opinion on the complaint not later than seven (7) days after:

- (1) the complaint is filed; or
- (2) an in camera inspection is completed under section 10.5 of this chapter.**

(b) The counselor shall adopt rules under IC 4-22-2 establishing criteria for complaints that have priority.

SECTION 11. IC 5-14-5-10.5 IS ADDED TO THE INDIANA CODE AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2012]: **Sec. 10.5. (a) Except as provided in subsections (e) and (i), if a formal complaint is filed alleging that a public agency denied disclosure of a public record by redacting information in the public record, the counselor shall conduct an in camera inspection of the public record without the information redacted.**

(b) Both parties to the dispute shall be notified of the in camera inspection. However, neither the parties nor their representatives may be present during the inspection.

(c) The counselor shall provide a written notice to the public agency that includes the following:

- (1) A statement of the date, time, place, and nature of the inspection.**
- (2) The documents to be inspected.**
- (3) The manner in which the documents must be presented to the counselor for inspection.**
- (4) Any other information the counselor considers relevant.**

(d) Except as provided in subsection (e), the public agency shall:

- (1) deliver the documents specified under subsection (c)(2) to the counselor for inspection in a sealed envelope; and**
- (2) deliver to the counselor and the complainant:**
 - (A) a certification signed by the custodian of the**

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documents stipulating that the copies of the documents delivered to the counselor are true and complete copies of the documents in question with no alterations or redactions; and

(B) an in camera inspection index that:

- (i) gives the title or name of each document, or any part of the document, claimed to be exempt from disclosure;
- (ii) provides a description of each document that is general enough to explain the exemptions without compromising the alleged reason for the exemption from disclosure;
- (iii) lists the reasons that each document, or any part of the document, is alleged to be exempt from disclosure; and
- (iv) fully explains why the alleged reason for exemption from disclosure applies to each document.

(e) If the redacted information in a public record is the work product of an attorney (as defined in IC 5-14-3-2(q)), the counselor may not inspect the public record with the redaction removed. If the notice provided by the counselor under subsection (c) requests disclosure of redacted information that is the work product of an attorney, the public agency shall do the following:

(1) Deliver the documents specified under subsection (c)(2) to the counselor, with the information redacted.

(2) Deliver an index to the counselor and the complainant that:

- (A) gives the title or name of each document, or any part of the document, claimed to be exempt from disclosure on the basis that the document or any part of the document is the work product of an attorney;
- (B) provides a description of each document that is general enough to explain the exemption without compromising the alleged reason for the exemption from disclosure;
- (C) lists the reasons that each document, or any part of the document, is alleged to be exempt from disclosure; and
- (D) fully explains why the alleged reason for exemption from disclosure applies to each document.

(f) The counselor or anyone else authorized to inspect the documents may not make copies of the documents or take notes making reference to specific information contained in the documents. Upon completion of an in camera inspection, the counselor shall seal the documents and return them to the

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1 **custodian of the documents. The sealed documents are confidential**
 2 **while in the possession of the counselor.**

3 **(g) An advisory opinion issued on the complaint may not discuss**
 4 **the specific contents of the documents and may refer only to the**
 5 **assigned reference number or the general descriptions of the**
 6 **documents listed in the in camera inspection index.**

7 **(h) This section does not prohibit a court from conducting an in**
 8 **camera inspection of a public record under IC 5-14-3-9(h) without**
 9 **the information redacted that is the work product of an attorney**
 10 **(as defined in IC 5-14-3-2(q)).**

11 **(i) If the redacted information in a public record is redacted**
 12 **under IC 5-14-3-4(a), the public agency shall cite the relevant**
 13 **statute that prohibits the information from being disclosed, and the**
 14 **counselor may not inspect the public record with the redaction**
 15 **removed.**

16 SECTION 12. IC 34-30-2-14.1 IS ADDED TO THE INDIANA
 17 CODE AS A NEW SECTION TO READ AS FOLLOWS
 18 [EFFECTIVE JULY 1, 2012]: **Sec. 14.1. IC 5-14-1.5-7.5 (Concerning**
 19 **a public employee who, acting on the orders of a superior, fails to**
 20 **provide proper notice of a public meeting or executive session).**

21 SECTION 13. IC 34-30-2-14.2 IS ADDED TO THE INDIANA
 22 CODE AS A NEW SECTION TO READ AS FOLLOWS
 23 [EFFECTIVE JULY 1, 2012]: **Sec. 14.2. IC 5-14-3-9.5 (Concerning**
 24 **a public employee who, acting on the orders of a superior, denies**
 25 **or interferes with a person's request for inspection or copying of a**
 26 **public record).**

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