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HOUSE BILL NO. 730

Offered January 9, 2002

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A BILL to amend and reenact §§ 2.2-3700, 2.2-3701, 2.2-3702, 2.2-3705, 2.2-3706, and 2.2-3711 of the Code of Virginia, relating to the Freedom of Information Act.

Patron—Woodrum

Referred to Committee on General Laws

Whereas, the Virginia Supreme Court recently held in the case styled *Connell v. Kersey* that attorneys for the Commonwealth are not "public bodies" as defined in the Freedom of Information Act (§ 2.2-3700 et seq.); and

Whereas, this holding raised concern about the application of the Freedom of Information Act (FOIA) to constitutional officers; and

Whereas, after studying the issues raised by the Court's ruling, the Freedom of Information Advisory Council recommends that the definition of "public body" in FOIA be amended to clarify that constitutional officers are subject to the provisions of FOIA; now, therefore,

Be it enacted by the General Assembly of Virginia:

1. That §§ 2.2-3700, 2.2-3701, 2.2-3702, 2.2-3705, 2.2-3706, and 2.2-3711 of the Code of Virginia are amended and reenacted as follows:

§ 2.2-3700. Short title; policy.

A. This chapter may be cited as "The Virginia Freedom of Information Act."

B. By enacting this chapter, the General Assembly ensures the people of the Commonwealth ready access to *public* records in the custody of *a public officials body or its officers and employees*, and free entry to meetings of public bodies wherein the business of the people is being conducted. The affairs of government are not intended to be conducted in an atmosphere of secrecy since at all times the public is to be the beneficiary of any action taken at any level of government. Unless a public body or *public official* *its officers or employees* specifically *elects* *elect* to exercise an exemption provided by this chapter or any other statute, every meeting shall be open to the public and all public records shall be available for inspection and copying upon request. All public records and meetings shall be presumed open, unless an exemption is properly invoked.

The provisions of this chapter shall be liberally construed to promote an increased awareness by all persons of governmental activities and afford every opportunity to citizens to witness the operations of government. Any exemption from public access to records or meetings shall be narrowly construed and no record shall be withheld or meeting closed to the public unless specifically made exempt pursuant to this chapter or other specific provision of law. This chapter shall not be construed to discourage the free discussion by government officials or employees of public matters with the citizens of the Commonwealth.

All public bodies and *public officials* *their officers and employees* shall make reasonable efforts to reach an agreement with a requester concerning the production of the records requested.

Any ordinance adopted by a local governing body that conflicts with the provisions of this chapter shall be void.

§ 2.2-3701. Definitions.

As used in this chapter, unless the context requires a different meaning:

"Closed meeting" means a meeting from which the public is excluded.

"Emergency" means an unforeseen circumstance rendering the notice required by this chapter impossible or impracticable and which circumstance requires immediate action.

"Meeting" or "meetings" means the meetings including work sessions, when sitting physically, or through telephonic or video equipment pursuant to § 2.2-3708, as a body or entity, or as an informal assemblage of (i) as many as three members or (ii) a quorum, if less than three, of the constituent membership, wherever held, with or without minutes being taken, whether or not votes are cast, of any public body. The gathering of employees of a public body shall not be deemed a "meeting" subject to the provisions of this chapter.

"Open meeting" or "public meeting" means a meeting at which the public may be present.

"Public body" means any legislative body; ~~any~~ authority, board, bureau, commission, district or agency of the Commonwealth or of any political subdivision of the Commonwealth, including cities, towns and counties; municipal councils, governing bodies of counties, school boards and planning commissions; boards of visitors of public institutions of higher education; and other organizations,

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corporations or agencies in the Commonwealth supported wholly or principally by public funds. It shall include any committee, subcommittee, or other entity however designated, of the public body created to perform delegated functions of the public body or to advise the public body. It shall not exclude any such committee, subcommittee or entity because it has private sector or citizen members. Corporations organized by the Virginia Retirement System are "public bodies" for purposes of this chapter.

For the purposes of the provisions of this chapter applicable to access to public records, constitutional officers shall be considered public bodies and, except as otherwise expressly provided by law, shall have the same obligations to disclose public records in their custody as other custodians of public records.

"Public records" means all writings and recordings that consist of letters, words or numbers, or their equivalent, set down by handwriting, typewriting, printing, photostating, photography, magnetic impulse, optical or magneto-optical form, mechanical or electronic recording or other form of data compilation, however stored, and regardless of physical form or characteristics, prepared or owned by, or in the possession of a public body or its officers, employees or agents in the transaction of public business.

"Scholastic records" means those records containing information directly related to a student and maintained by a public body that is an educational agency or institution or by a person acting for such agency or institution.

§ 2.2-3702. Notice of chapter.

A. Any person elected, reelected, appointed or reappointed to any body not excepted from this chapter shall (i) be furnished by the public body's administrator or legal counsel with a copy of this chapter within two weeks following election, reelection, appointment or reappointment:

B. ~~Public officials shall and (ii) read and familiarize themselves become familiar~~ with the provisions of this chapter.

§ 2.2-3705. Exclusions to application of chapter.

A. The following records are excluded from the provisions of this chapter but may be disclosed by the custodian in his discretion, except where such disclosure is prohibited by law:

1. Confidential records of all investigations of applications for licenses and permits, and all licensees and permittees made by or submitted to the Alcoholic Beverage Control Board, the State Lottery Department, the Virginia Racing Commission, or the Charitable Gaming Commission.

2. State income, business, and estate tax returns, personal property tax returns, scholastic and confidential records held pursuant to § 58.1-3.

3. Scholastic records containing information concerning identifiable individuals, except that such access shall not be denied to the person who is the subject thereof, or the parent or legal guardian of the student. However, no student shall have access to (i) financial records of a parent or guardian or (ii) records of instructional, supervisory, and administrative personnel and educational personnel ancillary thereto, which are in the sole possession of the maker thereof and that are not accessible or revealed to any other person except a substitute.

The parent or legal guardian of a student may prohibit, by written request, the release of any individual information regarding that student until the student reaches the age of eighteen years. For scholastic records of students under the age of eighteen years, the right of access may be asserted only by his legal guardian or parent, including a noncustodial parent, unless such parent's parental rights have been terminated or a court of competent jurisdiction has restricted or denied such access. For scholastic records of students who are emancipated or attending a state-supported institution of higher education, the right of access may be asserted by the student.

Any person who is the subject of any scholastic record and who is eighteen years of age or older may waive, in writing, the protections afforded by this subdivision. If the protections are so waived, the public body shall open such records for inspection and copying.

4. Personnel records containing information concerning identifiable individuals, except that access shall not be denied to the person who is the subject thereof. Any person who is the subject of any personnel record and who is eighteen years of age or older may waive, in writing, the protections afforded by this subdivision. If the protections are so waived, the public body shall open such records for inspection and copying.

5. Medical and mental records, except that such records may be personally reviewed by the subject person or a physician of the subject person's choice. However, the subject person's mental records may not be personally reviewed by such person when the subject person's treating physician has made a part of such person's records a written statement that in his opinion a review of such records by the subject person would be injurious to the subject person's physical or mental health or well-being.

Where the person who is the subject of medical records is confined in a state or local correctional facility, the administrator or chief medical officer of such facility may assert such confined person's right of access to the medical records if the administrator or chief medical officer has reasonable cause to believe that such confined person has an infectious disease or other medical condition from which other persons so confined need to be protected. Medical records shall only be reviewed and shall not be

121 copied by such administrator or chief medical officer. The information in the medical records of a
 122 person so confined shall continue to be confidential and shall not be disclosed by the administrator or
 123 chief medical officer of the facility to any person except the subject or except as provided by law.

124 For the purposes of this chapter, statistical summaries of incidents and statistical data concerning
 125 patient abuse as may be compiled by the Commissioner of the Department of Mental Health, Mental
 126 Retardation and Substance Abuse Services shall be open to inspection and copying as provided in
 127 § 2.2-3704. No such summaries or data shall include any patient-identifying information. Where the
 128 person who is the subject of medical and mental records is under the age of eighteen, his right of access
 129 may be asserted only by his guardian or his parent, including a noncustodial parent, unless such parent's
 130 parental rights have been terminated or a court of competent jurisdiction has restricted or denied such
 131 access. In instances where the person who is the subject thereof is an emancipated minor or a student in
 132 a public institution of higher education, the right of access may be asserted by the subject person.

133 6. Working papers and correspondence of the Office of the Governor; Lieutenant Governor; the
 134 Attorney General; the members of the General Assembly or the Division of Legislative Services; the
 135 mayor or chief executive officer of any political subdivision of the Commonwealth; or the president or
 136 other chief executive officer of any public institution of higher education in Virginia. However, no
 137 record which is otherwise open to inspection under this chapter shall be deemed exempt by virtue of the
 138 fact that it has been attached to or incorporated within any working paper or correspondence.

139 As used in this subdivision:

140 "Working papers" means those records prepared by or for an above-named public official for his
 141 personal or deliberative use.

142 "Office of the Governor" means the Governor; his chief of staff, counsel, director of policy, Cabinet
 143 Secretaries, and the Director of the Virginia Liaison Office; and those individuals to whom the Governor
 144 has delegated his authority pursuant to § 2.2-104.

145 7. Written advice of legal counsel to state, regional or local public bodies ~~or public officials or the~~
 146 *officers or employees of such public bodies*, and any other records protected by the attorney-client
 147 privilege.

148 8. Legal memoranda and other work product compiled specifically for use in litigation or for use in
 149 an active administrative investigation concerning a matter that is properly the subject of a closed
 150 meeting under § 2.2-3711.

151 9. Confidential letters and statements of recommendation placed in the records of educational
 152 agencies or institutions respecting (i) admission to any educational agency or institution, (ii) an
 153 application for employment, or (iii) receipt of an honor or honorary recognition.

154 10. Library records that can be used to identify both (i) any library patron who has borrowed
 155 material from a library and (ii) the material such patron borrowed.

156 11. Any test or examination used, administered or prepared by any public body for purposes of
 157 evaluation of (i) any student or any student's performance, (ii) any employee or employment seeker's
 158 qualifications or aptitude for employment, retention, or promotion, or (iii) qualifications for any license
 159 or certificate issued by a public body.

160 As used in this subdivision, "test or examination" shall include (i) any scoring key for any such test
 161 or examination and (ii) any other document that would jeopardize the security of the test or
 162 examination. Nothing contained in this subdivision shall prohibit the release of test scores or results as
 163 provided by law, or limit access to individual records as provided by law. However, the subject of such
 164 employment tests shall be entitled to review and inspect all records relative to his performance on such
 165 employment tests.

166 When, in the reasonable opinion of such public body, any such test or examination no longer has any
 167 potential for future use, and the security of future tests or examinations will not be jeopardized, the test
 168 or examination shall be made available to the public. However, minimum competency tests administered
 169 to public school children shall be made available to the public contemporaneously with statewide release
 170 of the scores of those taking such tests, but in no event shall such tests be made available to the public
 171 later than six months after the administration of such tests.

172 12. Applications for admission to examinations or for licensure and scoring records maintained by
 173 the Department of Health Professions or any board in that department on individual licensees or
 174 applicants. However, such material may be made available during normal working hours for copying, at
 175 the requester's expense, by the individual who is the subject thereof, in the offices of the Department of
 176 Health Professions or in the offices of any health regulatory board, whichever may possess the material.

177 13. Records of active investigations being conducted by the Department of Health Professions or by
 178 any health regulatory board in the Commonwealth.

179 14. Records recorded in or compiled exclusively for use in closed meetings lawfully held pursuant to
 180 § 2.2-3711. However, no record that is otherwise open to inspection under this chapter shall be deemed
 181 exempt by virtue of the fact that it has been reviewed or discussed in a closed meeting.

182 15. Reports, documentary evidence and other information as specified in §§ 2.2-706 and 63.1-55.4.

183 16. Proprietary information gathered by or for the Virginia Port Authority as provided in
184 § 62.1-132.4 or § 62.1-134.1.

185 17. Contract cost estimates prepared for the confidential use of the Department of Transportation in
186 awarding contracts for construction or the purchase of goods or services, and records and automated
187 systems prepared for the Department's Bid Analysis and Monitoring Program.

188 18. Vendor proprietary information software that may be in the official records of a public body. For
189 the purpose of this subdivision, "vendor proprietary software" means computer programs acquired from a
190 vendor for purposes of processing data for agencies or political subdivisions of the Commonwealth.

191 19. Financial statements not publicly available filed with applications for industrial development
192 financings.

193 20. Data, records or information of a proprietary nature produced or collected by or for faculty or
194 staff of public institutions of higher education, other than the institutions' financial or administrative
195 records, in the conduct of or as a result of study or research on medical, scientific, technical or scholarly
196 issues, whether sponsored by the institution alone or in conjunction with a governmental body or a
197 private concern, where such data, records or information has not been publicly released, published,
198 copyrighted or patented.

199 21. Lists of registered owners of bonds issued by a political subdivision of the Commonwealth,
200 whether the lists are maintained by the political subdivision itself or by a single fiduciary designated by
201 the political subdivision.

202 22. Confidential proprietary records, voluntarily provided by private business pursuant to a promise
203 of confidentiality from the Department of Business Assistance, the Virginia Economic Development
204 Partnership, the Virginia Tourism Authority, or local or regional industrial or economic development
205 authorities or organizations, used by the Department, the Partnership, the Authority, or such entities for
206 business, trade and tourism development; and memoranda, working papers or other records related to
207 businesses that are considering locating or expanding in Virginia, prepared by the Partnership, where
208 competition or bargaining is involved and where, if such records are made public, the financial interest
209 of the governmental unit would be adversely affected.

210 23. Information that was filed as confidential under the Toxic Substances Information Act
211 (§ 32.1-239 et seq.), as such Act existed prior to July 1, 1992.

212 24. Confidential records, including victim identity, provided to or obtained by staff in a rape crisis
213 center or a program for battered spouses.

214 25. Computer software developed by or for a state agency, state-supported institution of higher
215 education or political subdivision of the Commonwealth.

216 26. Investigator notes, and other correspondence and information, furnished in confidence with
217 respect to an active investigation of individual employment discrimination complaints made to the
218 Department of Human Resource Management. However, nothing in this section shall prohibit the
219 disclosure of information taken from inactive reports in a form that does not reveal the identity of
220 charging parties, persons supplying the information or other individuals involved in the investigation.

221 27. Fisheries data that would permit identification of any person or vessel, except when required by
222 court order as specified in § 28.2-204.

223 28. Records of active investigations being conducted by the Department of Medical Assistance
224 Services pursuant to Chapter 10 (§ 32.1-323 et seq.) of Title 32.1.

225 29. Records and writings furnished by a member of the General Assembly to a meeting of a standing
226 committee, special committee or subcommittee of his house established solely for the purpose of
227 reviewing members' annual disclosure statements and supporting materials filed under § 30-110 or of
228 formulating advisory opinions to members on standards of conduct, or both.

229 30. Customer account information of a public utility affiliated with a political subdivision of the
230 Commonwealth, including the customer's name and service address, but excluding the amount of utility
231 service provided and the amount of money paid for such utility service.

232 31. Investigative notes and other correspondence and information furnished in confidence with
233 respect to an investigation or conciliation process involving an alleged unlawful discriminatory practice
234 under the Virginia Human Rights Act (§ 2.2-3900 et seq.) or under any local ordinance adopted in
235 accordance with the authority specified in § 2.2-2638, or adopted pursuant to § 15.2-965, or adopted
236 prior to July 1, 1987, in accordance with applicable law, relating to local human rights or human
237 relations commissions. However, nothing in this section shall prohibit the distribution of information
238 taken from inactive reports in a form that does not reveal the identity of the parties involved or other
239 persons supplying information.

240 32. Investigative notes; proprietary information not published, copyrighted or patented; information
241 obtained from employee personnel records; personally identifiable information regarding residents,
242 clients or other recipients of services; and other correspondence and information furnished in confidence
243 to the Department of Social Services in connection with an active investigation of an applicant or

licensee pursuant to Chapters 9 (§ 63.1-172 et seq.) and 10 (§ 63.1-195 et seq.) of Title 63.1. However, nothing in this section shall prohibit disclosure of information from the records of completed investigations in a form that does not reveal the identity of complainants, persons supplying information, or other individuals involved in the investigation.

33. Personal information, as defined in § 2.2-3801, (i) filed with the Virginia Housing Development Authority concerning individuals who have applied for or received loans or other housing assistance or who have applied for occupancy of or have occupied housing financed, owned or otherwise assisted by the Virginia Housing Development Authority; (ii) concerning persons participating in or persons on the waiting list for federally funded rent-assistance programs; (iii) filed with any local redevelopment and housing authority created pursuant to § 36-4 concerning persons participating in or persons on the waiting list for housing assistance programs funded by local governments or by any such authority; or (iv) filed with any local redevelopment and housing authority created pursuant to § 36-4 or any other local government agency concerning persons who have applied for occupancy or who have occupied affordable dwelling units established pursuant to § 15.2-2304 or § 15.2-2305. However, access to one's own information shall not be denied.

34. Records regarding the siting of hazardous waste facilities, except as provided in § 10.1-1441, if disclosure of them would have a detrimental effect upon the negotiating position of a governing body or on the establishment of the terms, conditions and provisions of the siting agreement.

35. Appraisals and cost estimates of real property subject to a proposed purchase, sale or lease, prior to the completion of such purchase, sale or lease.

36. Records containing information on the site specific location of rare, threatened, endangered or otherwise imperiled plant and animal species, natural communities, caves, and significant historic and archaeological sites if, in the opinion of the public body that has the responsibility for such information, disclosure of the information would jeopardize the continued existence or the integrity of the resource. This exemption shall not apply to requests from the owner of the land upon which the resource is located.

37. Records, memoranda, working papers, graphics, video or audio tapes, production models, data and information of a proprietary nature produced by or for or collected by or for the State Lottery Department relating to matters of a specific lottery game design, development, production, operation, ticket price, prize structure, manner of selecting the winning ticket, manner of payment of prizes to holders of winning tickets, frequency of drawings or selections of winning tickets, odds of winning, advertising, or marketing, where such official records have not been publicly released, published, copyrighted or patented. Whether released, published or copyrighted, all game-related information shall be subject to public disclosure under this chapter upon the first day of sales for the specific lottery game to which it pertains.

38. Records of studies and investigations by the State Lottery Department of (i) lottery agents, (ii) lottery vendors, (iii) lottery crimes under §§ 58.1-4014 through 58.1-4018, (iv) defects in the law or regulations that cause abuses in the administration and operation of the lottery and any evasions of such provisions, or (v) the use of the lottery as a subterfuge for organized crime and illegal gambling where such official records have not been publicly released, published or copyrighted. All studies and investigations referred to under clauses (iii), (iv) and (v) shall be open to inspection and copying upon completion of the study or investigation.

39. Those portions of engineering and construction drawings and plans submitted for the sole purpose of complying with the Building Code in obtaining a building permit that would identify specific trade secrets or other information the disclosure of which would be harmful to the competitive position of the owner or lessee. However, such information shall be exempt only until the building is completed. Information relating to the safety or environmental soundness of any building shall not be exempt from disclosure.

40. Records concerning reserves established in specific claims administered by the Department of the Treasury through its Division of Risk Management as provided in Article 5 (§ 2.2-1832 et seq.) of Chapter 18 of this title, or by any county, city, or town.

41. Information and records collected for the designation and verification of trauma centers and other specialty care centers within the Statewide Emergency Medical Services System and Services pursuant to Article 2.1 (§ 32.1-111.1 et seq.) of Chapter 4 of Title 32.1.

42. Reports and court documents required to be kept confidential pursuant to § 37.1-67.3.

43. Investigative notes, correspondence and information furnished in confidence, and records otherwise exempted by this chapter or any Virginia statute, provided to or produced by or for the (i) Auditor of Public Accounts; (ii) Joint Legislative Audit and Review Commission; (iii) Department of the State Internal Auditor with respect to an investigation initiated through the State Employee Fraud, Waste and Abuse Hotline; or (iv) committee or the auditor with respect to an investigation or audit conducted pursuant to § 15.2-825. Records of completed investigations shall be disclosed in a form that does not

305 reveal the identity of the complainants or persons supplying information to investigators. Unless
306 disclosure is prohibited by this section, the records disclosed shall include, but not be limited to, the
307 agency involved, the identity of the person who is the subject of the complaint, the nature of the
308 complaint, and the actions taken to resolve the complaint. If an investigation does not lead to corrective
309 action, the identity of the person who is the subject of the complaint may be released only with the
310 consent of the subject person.

311 44. Data formerly required to be submitted to the Commissioner of Health relating to the
312 establishment of new or the expansion of existing clinical health services, acquisition of major medical
313 equipment, or certain projects requiring capital expenditures pursuant to former § 32.1-102.3:4.

314 45. Documentation or other information that describes the design, function, operation or access
315 control features of any security system, whether manual or automated, which is used to control access to
316 or use of any automated data processing or telecommunications system.

317 46. Confidential financial statements, balance sheets, trade secrets, and revenue and cost projections
318 provided to the Department of Rail and Public Transportation, provided such information is exempt
319 under the federal Freedom of Information Act or the federal Interstate Commerce Act or other laws
320 administered by the Surface Transportation Board or the Federal Railroad Administration with respect to
321 data provided in confidence to the Surface Transportation Board and the Federal Railroad
322 Administration.

323 47. In the case of corporations organized by the Virginia Retirement System (i) proprietary
324 information provided by, and financial information concerning, coventurers, partners, lessors, lessees, or
325 investors and (ii) records concerning the condition, acquisition, disposition, use, leasing, development,
326 coventuring, or management of real estate, the disclosure of which would have a substantial adverse
327 impact on the value of such real estate or result in a competitive disadvantage to the corporation or
328 subsidiary.

329 48. Confidential proprietary records related to inventory and sales, voluntarily provided by private
330 energy suppliers to the Department of Mines, Minerals and Energy, used by that Department for energy
331 contingency planning purposes or for developing consolidated statistical information on energy supplies.

332 49. Confidential proprietary information furnished to the Board of Medical Assistance Services or the
333 Medicaid Prior Authorization Advisory Committee pursuant to Article 4 (§ 32.1-331.12 et seq.) of
334 Chapter 10 of Title 32.1.

335 50. Proprietary, commercial or financial information, balance sheets, trade secrets, and revenue and
336 cost projections provided by a private transportation business to the Virginia Department of
337 Transportation and the Department of Rail and Public Transportation for the purpose of conducting
338 transportation studies needed to obtain grants or other financial assistance under the Transportation
339 Equity Act for the 21st Century (P.L. 105-178) for transportation projects, provided such information is
340 exempt under the federal Freedom of Information Act or the federal Interstate Commerce Act or other
341 laws administered by the Surface Transportation Board or the Federal Railroad Administration with
342 respect to data provided in confidence to the Surface Transportation Board and the Federal Railroad
343 Administration. However, the exemption provided by this subdivision shall not apply to any wholly
344 owned subsidiary of a public body.

345 51. Names and addresses of subscribers to Virginia Wildlife magazine, published by the Department
346 of Game and Inland Fisheries, provided the individual subscriber has requested in writing that the
347 Department not release such information.

348 52. Information required to be provided pursuant to § 54.1-2506.1.

349 53. Confidential information designated as provided in subsection D of § 2.2-4342 as trade secrets or
350 proprietary information by any person who has submitted to a public body an application for
351 prequalification to bid on public construction projects in accordance with subsection B of § 2.2-4317.

352 54. All information and records acquired during a review of any child death by the State Child
353 Fatality Review team established pursuant to § 32.1-283.1, during a review of any child death by a local
354 or regional child fatality review team established pursuant to § 32.1-283.2, and all information and
355 records acquired during a review of any death by a family violence fatality review team established
356 pursuant to § 32.1-283.3.

357 55. Financial, medical, rehabilitative and other personal information concerning applicants for or
358 recipients of loan funds submitted to or maintained by the Assistive Technology Loan Fund Authority
359 under Chapter 11 (§ 51.5-53 et seq.) of Title 51.5.

360 56. Confidential proprietary records that are voluntarily provided by a private entity pursuant to a
361 proposal filed with a public entity under the Public-Private Transportation Act of 1995 (§ 56-556 et
362 seq.), pursuant to a promise of confidentiality from the responsible public entity, used by the responsible
363 public entity for purposes related to the development of a qualifying transportation facility; and
364 memoranda, working papers or other records related to proposals filed under the Public-Private
365 Transportation Act of 1995, where, if such records were made public, the financial interest of the public
366 or private entity involved with such proposal or the process of competition or bargaining would be

adversely affected. In order for confidential proprietary information to be excluded from the provisions of this chapter, the private entity shall (i) invoke such exclusion upon submission of the data or other materials for which protection from disclosure is sought, (ii) identify the data or other materials for which protection is sought, and (iii) state the reasons why protection is necessary. For the purposes of this subdivision, the terms "public entity" and "private entity" shall be defined as they are defined in the Public-Private Transportation Act of 1995.

57. Records of law-enforcement agencies, to the extent that such records contain specific tactical plans, the disclosure of which would jeopardize the safety or security of law-enforcement personnel or the general public; or records of emergency service agencies to the extent that such records contain specific tactical plans relating to antiterrorist activity.

58. All records of the University of Virginia or the University of Virginia Medical Center that contain proprietary, business-related information pertaining to the operations of the University of Virginia Medical Center, including its business development or marketing strategies and its activities with existing or future joint venturers, partners, or other parties with whom the University of Virginia Medical Center has formed, or forms, any arrangement for the delivery of health care, if disclosure of such information would be harmful to the competitive position of the Medical Center.

59. Patient level data collected by the Board of Health and not yet processed, verified, and released, pursuant to § 32.1-276.9, to the Board by the nonprofit organization with which the Commissioner of Health has contracted pursuant to § 32.1-276.4.

60. Records of the Virginia Commonwealth University Health System Authority pertaining to any of the following: an individual's qualifications for or continued membership on its medical or teaching staffs; proprietary information gathered by or in the possession of the Authority from third parties pursuant to a promise of confidentiality; contract cost estimates prepared for confidential use in awarding contracts for construction or the purchase of goods or services; data, records or information of a proprietary nature produced or collected by or for the Authority or members of its medical or teaching staffs; financial statements not publicly available that may be filed with the Authority from third parties; the identity, accounts or account status of any customer of the Authority; consulting or other reports paid for by the Authority to assist the Authority in connection with its strategic planning and goals; and the determination of marketing and operational strategies where disclosure of such strategies would be harmful to the competitive position of the Authority; and data, records or information of a proprietary nature produced or collected by or for employees of the Authority, other than the Authority's financial or administrative records, in the conduct of or as a result of study or research on medical, scientific, technical or scholarly issues, whether sponsored by the Authority alone or in conjunction with a governmental body or a private concern, when such data, records or information have not been publicly released, published, copyrighted or patented.

61. Confidential proprietary information or trade secrets, not publicly available, provided by a private person or entity to the Virginia Resources Authority or to a fund administered in connection with financial assistance rendered or to be rendered by the Virginia Resources Authority where, if such information were made public, the financial interest of the private person or entity would be adversely affected, and, after June 30, 1997, where such information was provided pursuant to a promise of confidentiality.

62. Confidential proprietary records that are provided by a franchisee under § 15.2-2108 to its franchising authority pursuant to a promise of confidentiality from the franchising authority that relates to the franchisee's potential provision of new services, adoption of new technologies or implementation of improvements, where such new services, technologies or improvements have not been implemented by the franchisee on a nonexperimental scale in the franchise area, and where, if such records were made public, the competitive advantage or financial interests of the franchisee would be adversely affected. In order for confidential proprietary information to be excluded from the provisions of this chapter, the franchisee shall (i) invoke such exclusion upon submission of the data or other materials for which protection from disclosure is sought, (ii) identify the data or other materials for which protection is sought, and (iii) state the reason why protection is necessary.

63. Records of the Intervention Program Committee within the Department of Health Professions, to the extent such records may identify any practitioner who may be, or who is actually, impaired to the extent disclosure is prohibited by § 54.1-2517.

64. Records submitted as a grant application, or accompanying a grant application, to the Commonwealth Neurotrauma Initiative Advisory Board pursuant to Article 12 (§ 32.1-73.1 et seq.) of Chapter 2 of Title 32.1, to the extent such records contain (i) medical or mental records, or other data identifying individual patients or (ii) proprietary business or research-related information produced or collected by the applicant in the conduct of or as a result of study or research on medical, rehabilitative, scientific, technical or scholarly issues, when such information has not been publicly released, published, copyrighted or patented, if the disclosure of such information would be harmful to the competitive

428 position of the applicant.

429 65. Information that would disclose the security aspects of a system safety program plan adopted
430 pursuant to 49 C.F.R. Part 659 by the Commonwealth's designated Rail Fixed Guideway Systems Safety
431 Oversight agency; and information in the possession of such agency, the release of which would
432 jeopardize the success of an ongoing investigation of a rail accident or other incident threatening railway
433 safety.

434 66. Documents and other information of a proprietary nature furnished by a supplier of charitable
435 gaming supplies to the Charitable Gaming Commission pursuant to subsection E of § 18.2-340.34.

436 67. Personal information, as defined in § 2.2-3801, provided to the Board of the Virginia College
437 Savings Plan or its employees by or on behalf of individuals who have requested information about,
438 applied for, or entered into prepaid tuition contracts or savings trust account agreements pursuant to
439 Chapter 4.9 (§ 23-38.75 et seq.) of Title 23. Nothing in this subdivision shall be construed to prohibit
440 disclosure or publication of information in a statistical or other form that does not identify individuals or
441 provide personal information. Individuals shall be provided access to their own personal information.

442 68. Any record copied, recorded or received by the Commissioner of Health in the course of an
443 examination, investigation or review of a managed care health insurance plan licensee pursuant to
444 §§ 32.1-137.4 and 32.1-137.5, including books, records, files, accounts, papers, documents, and any or
445 all computer or other recordings.

446 69. Engineering and architectural drawings, operational, procedural, tactical planning or training
447 manuals, or staff meeting minutes or other records, the disclosure of which would reveal surveillance
448 techniques, personnel deployments, alarm systems or technologies, or operational and transportation
449 plans or protocols, to the extent such disclosure would jeopardize the security or employee safety of (i)
450 the Virginia Museum of Fine Arts or any of its warehouses; (ii) any government store or warehouse
451 controlled by the Department of Alcoholic Beverage Control; (iii) any courthouse, jail, detention or
452 law-enforcement facility; or (iv) any correctional or juvenile facility or institution under the supervision
453 of the Department of Corrections or the Department of Juvenile Justice.

454 70. Records and reports related to Virginia apple producer sales provided to the Virginia State Apple
455 Board pursuant to §§ 3.1-622 and 3.1-624.

456 71. Records of the Department of Environmental Quality, the State Water Control Board, State Air
457 Pollution Control Board or the Virginia Waste Management Board relating to (i) active federal
458 environmental enforcement actions that are considered confidential under federal law and (ii)
459 enforcement strategies, including proposed sanctions for enforcement actions. Upon request, such records
460 shall be disclosed after a proposed sanction resulting from the investigation has been proposed to the
461 director of the agency. This subdivision shall not be construed to prohibit the disclosure of records
462 related to inspection reports, notices of violation, and documents detailing the nature of any
463 environmental contamination that may have occurred or similar documents.

464 72. As it pertains to any person, records related to the operation of toll facilities that identify an
465 individual, vehicle, or travel itinerary including, but not limited to, vehicle identification data, vehicle
466 enforcement system information; video or photographic images; Social Security or other identification
467 numbers appearing on driver's licenses; credit card or bank account data; home addresses; phone
468 numbers; or records of the date or time of toll facility use.

469 73. Records of the Department for Rights of Virginians with Disabilities consisting of documentary
470 evidence received or maintained by the Department or its agents in connection with specific complaints
471 or investigations, and records of communications between employees and agents of the Department and
472 its clients or prospective clients concerning specific complaints, investigations or cases. Upon the
473 conclusion of an investigation of a complaint, this exclusion shall no longer apply, but the Department
474 may not at any time release the identity of any complainant or person with mental illness, mental
475 retardation, developmental disabilities or other disability, unless (i) such complainant or person or his
476 legal representative consents in writing to such identification or (ii) such identification is required by
477 court order.

478 74. Information furnished in confidence to the Department of Employment Dispute Resolution with
479 respect to an investigation, consultation, or mediation under Chapter 10 (§ 2.2-1000 et seq.) of this title,
480 and memoranda, correspondence and other records resulting from any such investigation, consultation or
481 mediation. However, nothing in this section shall prohibit the distribution of information taken from
482 inactive reports in a form that does not reveal the identity of the parties involved or other persons
483 supplying information.

484 75. Trade secrets, as defined in the Uniform Trade Secrets Act (§ 59.1-336 et seq.) of Title 59.1,
485 submitted by CMRS providers as defined in § 56-484.12 to the Wireless Carrier E-911 Cost Recovery
486 Subcommittee created pursuant to § 56-484.15, relating to the provision of wireless E-911 service.

487 76. Records of the State Lottery Department pertaining to (i) the social security number, tax
488 identification number, state sales tax number, home address and telephone number, personal and lottery
489 banking account and transit numbers of a retailer, and financial information regarding the nonlottery

operations of specific retail locations, and (ii) individual lottery winners, except that a winner's name, hometown, and amount won shall be disclosed.

77. Records, information and statistical registries required to be kept confidential pursuant to §§ 63.1-53 and 63.1-209.

B. Neither any provision of this chapter nor any provision of Chapter 38 (§ 2.2-3800 et seq.) of this title shall be construed as denying public access to (i) contracts between a ~~public official~~ and a public body *and its officers or employees*, other than contracts settling public employee employment disputes held confidential as personnel records under subdivision 4. of subsection A; (ii) records of the position, job classification, official salary or rate of pay of, and records of the allowances or reimbursements for expenses paid to any officer, official or employee of a public body; or (iii) the compensation or benefits paid by any corporation organized by the Virginia Retirement System or its officers or employees. The provisions of this subsection, however, shall not require public access to records of the official salaries or rates of pay of public employees whose annual rate of pay is \$10,000 or less.

C. No provision of this chapter or Chapter 21 (§ 30-178 et seq.) of Title 30 shall be construed to afford any rights to any person incarcerated in a state, local or federal correctional facility, whether or not such facility is (i) located in the Commonwealth or (ii) operated pursuant to the Corrections Private Management Act (§ 53.1-261 et seq.). However, this subsection shall not be construed to prevent an incarcerated person from exercising his constitutionally protected rights, including, but not limited to, his rights to call for evidence in his favor in a criminal prosecution.

§ 2.2-3706. Disclosure of criminal records; limitations.

A. As used in this section:

"Criminal incident information" means a general description of the criminal activity reported, the date and general location the alleged crime was committed, the identity of the investigating officer, and a general description of any injuries suffered or property damaged or stolen.

~~"Law-enforcement official" includes the attorneys for the Commonwealth.~~

B. Law-enforcement ~~officials~~ *agencies* shall make available upon request criminal incident information relating to felony offenses. However, where the release of criminal incident information is likely to jeopardize an ongoing investigation or prosecution, or the safety of an individual; cause a suspect to flee or evade detection; or result in the destruction of evidence, such information may be withheld until the above-referenced damage is no longer likely to occur from release of the information. Nothing in this subsection shall be construed to prohibit the release of those portions of such information that are not likely to cause the above-referenced damage.

C. Information in the custody of law-enforcement ~~officials~~ *agencies* relative to the identity of any individual, other than a juvenile, who is arrested and charged, and the status of the charge or arrest shall be released.

D. The identity of any victim, witness or undercover officer, or investigative techniques or procedures need not but may be disclosed unless disclosure is prohibited or restricted under § 19.2-11.2.

E. The identity of any individual providing information about a crime or criminal activity under a promise of anonymity shall not be disclosed.

F. The following records are excluded from the provisions of this chapter, but may be disclosed by the custodian, in his discretion, except where such disclosure is prohibited by law:

1. Complaints, memoranda, correspondence and evidence relating to a criminal investigation or prosecution, other than criminal incident information as defined in subsection A;

2. Adult arrestee photographs when necessary to avoid jeopardizing an investigation in felony cases until such time as the release of the photograph will no longer jeopardize the investigation;

3. Reports submitted in confidence to (i) state and local law-enforcement agencies, (ii) investigators authorized pursuant to § 53.1-16 or § 66-3.1, and (iii) campus police departments of public institutions of higher education established pursuant to Chapter 17 (§ 23-232 et seq.) of Title 23;

4. Portions of records of local government crime commissions that would identify individuals providing information about crimes or criminal activities under a promise of anonymity;

5. Records of local law-enforcement agencies relating to neighborhood watch programs that include the names, addresses, and operating schedules of individual participants in the program that are provided to such agencies under a promise of anonymity; ~~and~~

6. All records of persons imprisoned in penal institutions in the Commonwealth provided such records relate to the imprisonment; *and*

7. *Except as provided by subsections B and C, records of attorneys for the Commonwealth or their staffs relating to specific pending cases or ongoing investigations or prosecutions.*

G. Records kept by law-enforcement agencies as required by § 15.2-1722 shall be subject to the provisions of this chapter except:

1. Those portions of noncriminal incident or other investigative reports or materials containing identifying information of a personal, medical or financial nature provided to a law-enforcement agency

551 where the release of such information would jeopardize the safety or privacy of any person;
552 2. Those portions of any records containing information related to plans for or resources dedicated to
553 undercover operations; or
554 3. Records of background investigations of applicants for law-enforcement agency employment or
555 other confidential administrative investigations conducted pursuant to law.
556 H. In the event of conflict between this section as it relates to requests made under this section and
557 other provisions of law, this section shall control.
558 § 2.2-3711. Closed meetings authorized for certain limited purposes.
559 A. Public bodies may hold closed meetings only for the following purposes:
560 1. Discussion, consideration or interviews of prospective candidates for employment; assignment,
561 appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public
562 officers, appointees or employees of any public body; and evaluation of performance of departments or
563 schools of public institutions of higher education where such evaluation will necessarily involve
564 discussion of the performance of specific individuals. Any teacher shall be permitted to be present
565 during a closed meeting in which there is a discussion or consideration of a disciplinary matter that
566 involves the teacher and some student and the student involved in the matter is present, provided the
567 teacher makes a written request to be present to the presiding officer of the appropriate board.
568 2. Discussion or consideration of admission or disciplinary matters or any other matters that would
569 involve the disclosure of information contained in a scholastic record concerning any student of any
570 Virginia public institution of higher education or any state school system. However, any such student,
571 legal counsel and, if the student is a minor, the student's parents or legal guardians shall be permitted to
572 be present during the taking of testimony or presentation of evidence at a closed meeting, if such
573 student, parents or guardians so request in writing and such request is submitted to the presiding officer
574 of the appropriate board.
575 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the
576 disposition of publicly held real property, where discussion in an open meeting would adversely affect
577 the bargaining position or negotiating strategy of the public body.
578 4. The protection of the privacy of individuals in personal matters not related to public business.
579 5. Discussion concerning a prospective business or industry or the expansion of an existing business
580 or industry where no previous announcement has been made of the business' or industry's interest in
581 locating or expanding its facilities in the community.
582 6. The investing of public funds where competition or bargaining is involved, where, if made public
583 initially, the financial interest of the governmental unit would be adversely affected.
584 7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual
585 or probable litigation, where such consultation or briefing in open meeting would adversely affect the
586 negotiating or litigating posture of the public body; and consultation with legal counsel employed or
587 retained by a public body regarding specific legal matters requiring the provision of legal advice by such
588 counsel. For the purposes of this subdivision, "probable litigation" means litigation that has been
589 specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe
590 will be commenced by or against a known party. Nothing in this subdivision shall be construed to
591 permit the closure of a meeting merely because an attorney representing the public body is in attendance
592 or is consulted on a matter.
593 8. In the case of boards of visitors of public institutions of higher education, discussion or
594 consideration of matters relating to gifts, bequests and fund-raising activities, and grants and contracts
595 for services or work to be performed by such institution. However, the terms and conditions of any such
596 gifts, bequests, grants and contracts made by a foreign government, a foreign legal entity or a foreign
597 person and accepted by a public institution of higher education in Virginia shall be subject to public
598 disclosure upon written request to the appropriate board of visitors. For the purpose of this subdivision,
599 (i) "foreign government" means any government other than the United States government or the
600 government of a state or a political subdivision thereof; (ii) "foreign legal entity" means any legal entity
601 created under the laws of the United States or of any state thereof if a majority of the ownership of the
602 stock of such legal entity is owned by foreign governments or foreign persons or if a majority of the
603 membership of any such entity is composed of foreign persons or foreign legal entities, or any legal
604 entity created under the laws of a foreign government; and (iii) "foreign person" means any individual
605 who is not a citizen or national of the United States or a trust territory or protectorate thereof.
606 9. In the case of the boards of trustees of the Virginia Museum of Fine Arts and The Science
607 Museum of Virginia, discussion or consideration of matters relating to specific gifts, bequests, and
608 grants.
609 10. Discussion or consideration of honorary degrees or special awards.
610 11. Discussion or consideration of tests, examinations or other records excluded from this chapter
611 pursuant to subdivision A. 11. of § 2.2-3705.
612 12. Discussion, consideration or review by the appropriate House or Senate committees of possible

disciplinary action against a member arising out of the possible inadequacy of the disclosure statement filed by the member, provided the member may request in writing that the committee meeting not be conducted in a closed meeting.

13. Discussion of strategy with respect to the negotiation of a *hazardous waste* siting agreement or to consider the terms, conditions, and provisions of a *hazardous waste* siting agreement if the governing body in open meeting finds that an open meeting will have an adverse effect upon the negotiating position of the governing body or the establishment of the terms, conditions and provisions of the siting agreement, or both. All discussions with the applicant or its representatives may be conducted in a closed meeting.

14. Discussion by the Governor and any economic advisory board reviewing forecasts of economic activity and estimating general and nongeneral fund revenues.

15. Discussion or consideration of medical and mental records excluded from this chapter pursuant to subdivision A. 5. of § 2.2-3705, and those portions of disciplinary proceedings by any regulatory board within the Department of Professional and Occupational Regulation or Department of Health Professions conducted pursuant to § 2.2-4019 or § 2.2-4020 during which the board deliberates to reach a decision.

16. Discussion, consideration or review of State Lottery Department matters related to proprietary lottery game information and studies or investigations exempted from disclosure under subdivisions A. 37. and A. 38. of § 2.2-3705.

17. Those portions of meetings by local government crime commissions where the identity of, or information tending to identify, individuals providing information about crimes or criminal activities under a promise of anonymity is discussed or disclosed.

18. Discussion, consideration, review and deliberations by local community corrections resources boards regarding the placement in community diversion programs of individuals previously sentenced to state correctional facilities.

19. Those portions of meetings in which the Board of Corrections discusses or discloses the identity of, or information tending to identify, any prisoner who (i) provides information about crimes or criminal activities, (ii) renders assistance in preventing the escape of another prisoner or in the apprehension of an escaped prisoner, or (iii) voluntarily or at the instance of a prison official renders other extraordinary services, the disclosure of which is likely to jeopardize the prisoner's life or safety.

20. Discussion of plans to protect public safety as it relates to terrorist activity.

21. In the case of corporations organized by the Virginia Retirement System, discussion or consideration of (i) proprietary information provided by, and financial information concerning, coventurers, partners, lessors, lessees, or investors and (ii) the condition, acquisition, disposition, use, leasing, development, coventuring, or management of real estate the disclosure of which would have a substantial adverse impact on the value of such real estate or result in a competitive disadvantage to the corporation or subsidiary.

22. Those portions of meetings in which individual child death cases are discussed by the State Child Fatality Review team established pursuant to § 32.1-283.1, and those portions of meetings in which individual child death cases are discussed by a regional or local child fatality review team established pursuant to § 32.1-283.2, and those portions of meetings in which individual death cases are discussed by family violence fatality review teams established pursuant to § 32.1-283.3.

23. Those portions of meetings of the University of Virginia Board of Visitors and those portions of meetings of any persons to whom management responsibilities for the University of Virginia Medical Center have been delegated, in which there is discussed proprietary, business-related information pertaining to the operations of the University of Virginia Medical Center, including its business development or marketing strategies and its activities with existing or future joint venturers, partners, or other parties with whom the University of Virginia Medical Center has formed, or forms, any arrangement for the delivery of health care, if disclosure of such information would adversely affect the competitive position of the Medical Center.

24. In the case of the Virginia Commonwealth University Health System Authority, discussion or consideration of any of the following: the acquisition or disposition of real or personal property where disclosure would adversely affect the bargaining position or negotiating strategy of the Authority; operational plans that could affect the value of such property, real or personal, owned or desirable for ownership by the Authority; matters relating to gifts, bequests and fund-raising activities; grants and contracts for services or work to be performed by the Authority; marketing or operational strategies where disclosure of such strategies would adversely affect the competitive position of the Authority; members of its medical and teaching staffs and qualifications for appointments thereto; and qualifications or evaluations of other employees.

25. Those portions of the meetings of the Intervention Program Committee within the Department of Health Professions to the extent such discussions identify any practitioner who may be, or who actually is, impaired pursuant to Chapter 25.1 (§ 54.1-2515 et seq.) of Title 54.1.

674 26. Meetings or portions of meetings of the Board of the Virginia College Savings Plan wherein
675 personal information, as defined in § 2.2-3801, which has been provided to the Board or its employees
676 by or on behalf of individuals who have requested information about, applied for, or entered into
677 prepaid tuition contracts or savings trust account agreements pursuant to Chapter 4.9 (§ 23-38.75 et seq.)
678 of Title 23 is discussed.

679 27. Discussion or consideration, by the Wireless Carrier E-911 Cost Recovery Subcommittee created
680 pursuant to § 56-484.15, of trade secrets, as defined in the Uniform Trade Secrets Act (§ 59.1-336 et
681 seq.) of Title 59.1, submitted by CMRS providers as defined in § 56-484.12, related to the provision of
682 wireless E-911 service.

683 B. No resolution, ordinance, rule, contract, regulation or motion adopted, passed or agreed to in a
684 closed meeting shall become effective unless the public body, following the meeting, reconvenes in open
685 meeting and takes a vote of the membership on such resolution, ordinance, rule, contract, regulation or
686 motion that shall have its substance reasonably identified in the open meeting.

687 C. Public officers improperly selected due to the failure of the public body to comply with the other
688 provisions of this section shall be de facto officers and, as such, their official actions are valid until they
689 obtain notice of the legal defect in their election.

690 D. Nothing in this section shall be construed to prevent the holding of conferences between two or
691 more public bodies, or their representatives, but these conferences shall be subject to the same
692 procedures for holding closed meetings as are applicable to any other public body.

693 E. This section shall not be construed to (i) require the disclosure of any contract between the
694 Intervention Program Committee within the Department of Health Professions and an impaired
695 practitioner entered into pursuant to Chapter 25.1 (§ 54.1-2515 et seq.) of Title 54.1 or (ii) require the
696 board of directors of any authority created pursuant to the Industrial Development and Revenue Bond
697 Act (§ 15.2-4900 et seq.), or any public body empowered to issue industrial revenue bonds by general or
698 special law, to identify a business or industry to which subdivision A. 5. applies. However, such
699 business or industry shall be identified as a matter of public record at least thirty days prior to the actual
700 date of the board's authorization of the sale or issuance of such bonds.