

LD8601661

SENATE BILL NO. 901

Offered January 23, 1995

A BILL to amend and reenact §§ 2.1-342, 2.1-344, 9-6.14:4.1, and 32.1-283.1 of the Code of Virginia, relating to the State Child Fatality Review Team; penalty.

Patron—Gartlan

Referred to the Committee on General Laws

Be it enacted by the General Assembly of Virginia:

1. That §§ 2.1-342, 2.1-344, 9-6.14:4.1, and 32.1-283.1 of the Code of Virginia are amended and reenacted as follows:

§ 2.1-342. Official records to be open to inspection; procedure for requesting records and responding to request; charges; exceptions to application of chapter.

A. Except as otherwise specifically provided by law, all official records shall be open to inspection and copying by any citizens of this Commonwealth during the regular office hours of the custodian of such records. Access to such records shall not be denied to citizens of this Commonwealth, representatives of newspapers and magazines with circulation in this Commonwealth, and representatives of radio and television stations broadcasting in or into this Commonwealth. The custodian of such records shall take all necessary precautions for their preservation and safekeeping. Any public body covered under the provisions of this chapter shall make an initial response to citizens requesting records open to inspection within five work days after the receipt of the request by the public body which is the custodian of the requested records. Such citizen request shall designate the requested records with reasonable specificity. A specific reference to this chapter by the requesting citizen in his request shall not be necessary to invoke the provisions of this chapter and the time limits for response by the public body. The response by the public body within such five work days shall be one of the following responses:

1. The requested records shall be provided to the requesting citizen.

2. If the public body determines that an exemption applies to all of the requested records, it may refuse to release such records and provide to the requesting citizen a written explanation as to why the records are not available with the explanation making specific reference to the applicable Code sections which make the requested records exempt.

3. If the public body determines that an exemption applies to a portion of the requested records, it may delete or excise that portion of the records to which an exemption applies, disclose the remainder of the requested records and provide to the requesting citizen a written explanation as to why these portions of the record are not available to the requesting citizen with the explanation making specific reference to the applicable Code sections which make that portion of the requested records exempt. Any reasonably segregable portion of an official record shall be provided to any person requesting the record after the deletion of the exempt portion.

4. If the public body determines that it is practically impossible to provide the requested records or to determine whether they are available within the five-work-day period, the public body shall so inform the requesting citizen and shall have an additional seven work days in which to provide one of the three preceding responses.

Nothing in this section shall prohibit any public body from petitioning the appropriate court for additional time to respond to a request for records when the request is for an extraordinary volume of records and a response by the public body within the time required by this chapter will prevent the public body from meeting its operational responsibilities. Before proceeding with this petition, however, the public body shall make reasonable efforts to reach an agreement with the requester concerning the production of the records requested.

The public body may make reasonable charges for the copying, search time and computer time expended in the supplying of such records; however, such charges shall not exceed the actual cost to the public body in supplying such records, except that the public body may charge, on a pro rata per acre basis, for the cost of creating topographical maps developed by the public body, for such maps or portions thereof, which encompass a contiguous area greater than fifty acres. Such charges for the supplying of requested records shall be estimated in advance at the request of the citizen. The public body may require the advance payment of charges which are subject to advance determination.

In any case where a public body determines in advance that search and copying charges for producing the requested documents are likely to exceed \$200, the public body may, before continuing to process the request, require the citizen requesting the information to agree to payment of an amount not

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to exceed the advance determination by five percent. The period within which the public body must respond under this section shall be tolled for the amount of time that elapses between notice of the advance determination and the response of the citizen requesting the information.

Official records maintained by a public body on a computer or other electronic data processing system which are available to the public under the provisions of this chapter shall be made reasonably accessible to the public at reasonable cost.

Public bodies shall not be required to create or prepare a particular requested record if it does not already exist. Public bodies may, but shall not be required to, abstract or summarize information from official records or convert an official record available in one form into another form at the request of the citizen. The public body shall make reasonable efforts to reach an agreement with the requester concerning the production of the records requested.

Failure to make any response to a request for records shall be a violation of this chapter and deemed a denial of the request.

B. 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. Memoranda, correspondence, evidence and complaints related to criminal investigations; adult arrestee photographs when necessary to avoid jeopardizing an investigation in felony cases until such time as the release of such photograph will no longer jeopardize the investigation; reports submitted to the state and local police, to investigators authorized pursuant to § 53.1-16 and to the campus police departments of public institutions of higher education as established by Chapter 17 (§ 23-232 et seq.) of Title 23 in confidence; portions of records of local government crime commissions that would identify individuals providing information about crimes or criminal activities under a promise of anonymity; records of local police departments relating to neighborhood watch programs that include the names, addresses, and operating schedules of individual participants in the program that are provided to such departments under a promise of confidentiality; and all records of persons imprisoned in penal institutions in this Commonwealth provided such records relate to the imprisonment. Information in the custody of law-enforcement officials 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 not be excluded from the provisions of this chapter.

Criminal incident information relating to felony offenses shall not be excluded from the provisions of this chapter; however, where the release of criminal incident information is likely to jeopardize an ongoing criminal investigation 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.

2. 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 or the Virginia Racing Commission.

3. State income, business, and estate tax returns, personal property tax returns, scholastic records and personnel records containing information concerning identifiable individuals, except that such access shall not be denied to the person who is the subject thereof, and medical and mental records, except that such records can 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 be reviewed only and shall not be copied by such administrator or chief medical officer. The information in the medical records of a person so confined shall continue to be confidential and shall not be disclosed to any person except the subject by the administrator or chief medical officer of the facility or except as provided by law.

For the purposes of this chapter such statistical summaries of incidents and statistical data concerning patient abuse as may be compiled by the Commissioner of the Department of Mental Health, Mental Retardation and Substance Abuse Services shall be open to inspection and releasable as provided in subsection A of this section. No such summaries or data shall include any patient-identifying information. Where the person who is the subject of scholastic or medical and mental records is under the age of eighteen, his right of access may be asserted only by his guardian or his 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. In instances where the person who is the subject thereof is an emancipated minor or a student in a state-supported institution of higher education, such right of

access may be asserted by the subject person.

4. Memoranda, working papers and correspondence (i) held by or requested from members of the General Assembly or the Division of Legislative Services or (ii) held or requested by the office of the Governor or Lieutenant Governor, Attorney General or the mayor or other chief executive officer of any political subdivision of the Commonwealth or the president or other chief executive officer of any state-supported institution of higher education. This exclusion shall not apply to memoranda, studies or other papers held or requested by the mayor or other chief executive officer of any political subdivision which are specifically concerned with the evaluation of performance of the duties and functions of any locally elected official and were prepared after June 30, 1992.

Except as provided in § 30-28.18, memoranda, working papers and correspondence of a member of the General Assembly held by the Division of Legislative Services shall not be released by the Division without the prior consent of the member.

5. Written opinions of the city, county and town attorneys of the cities, counties and towns in the Commonwealth and any other writing protected by the attorney-client privilege.

6. Memoranda, working papers and records compiled specifically for use in litigation or as a part of an active administrative investigation concerning a matter which is properly the subject of an executive or closed meeting under § 2.1-344 and material furnished in confidence with respect thereto.

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

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

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

As used in this subdivision 9, "test or examination" shall include (i) any scoring key for any such test or examination, and (ii) any other document which would jeopardize the security of such test or examination. Nothing contained in this subdivision 9 shall prohibit the release of test scores or results as provided by law, or limit access to individual records as is provided by law. However, the subject of such employment tests shall be entitled to review and inspect all documents relative to his performance on such employment tests.

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

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

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

12. Memoranda, legal opinions, working papers and records recorded in or compiled exclusively for executive or closed meetings lawfully held pursuant to § 2.1-344.

13. Reports, documentary evidence and other information as specified in §§ 2.1-373.2 and 63.1-55.4.

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

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

16. Vendor proprietary information software which may be in the official records of a public body. For the purpose of this section, "vendor proprietary software" means computer programs acquired from a vendor for purposes of processing data for agencies or political subdivisions of this Commonwealth.

17. Data, records or information of a proprietary nature produced or collected by or for faculty or staff of state institutions of higher learning, other than the institutions' 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 institution alone or in conjunction with a governmental body or a private concern, where such data, records or information has not been publicly released, published,

183 copyrighted or patented.

184 18. Financial statements not publicly available filed with applications for industrial development
185 financings.

186 19. Lists of registered owners of bonds issued by a political subdivision of the Commonwealth,
187 whether the lists are maintained by the political subdivision itself or by a single fiduciary designated by
188 the political subdivision.

189 20. Confidential proprietary records, voluntarily provided by private business pursuant to a promise
190 of confidentiality from the Department of Economic Development or local industrial or economic
191 development authorities or organizations, used by the Department and such entities for business, trade
192 and tourism development.

193 21. Information which was filed as confidential under the Toxic Substances Information Act
194 (§ 32.1-239 et seq.), as such Act existed prior to July 1, 1992.

195 22. Documents as specified in § 58.1-3.

196 23. Confidential records, including victim identity, provided to or obtained by staff in a rape crisis
197 center or a program for battered spouses.

198 24. Computer software developed by or for a state agency, state-supported institution of higher
199 education or political subdivision of the Commonwealth.

200 25. Investigator notes, and other correspondence and information, furnished in confidence with
201 respect to an active investigation of individual employment discrimination complaints made to the
202 Department of Personnel and Training; however, nothing in this section shall prohibit the disclosure of
203 information taken from inactive reports in a form which does not reveal the identity of charging parties,
204 persons supplying the information or other individuals involved in the investigation.

205 26. Fisheries data which would permit identification of any person or vessel, except when required
206 by court order as specified in § 28.2-204.

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

209 28. Documents and writings furnished by a member of the General Assembly to a meeting of a
210 standing committee, special committee or subcommittee of his house established solely for the purpose
211 of reviewing members' annual disclosure statements and supporting materials filed under § 2.1-639.40 or
212 of formulating advisory opinions to members on standards of conduct, or both.

213 29. Customer account information of a public utility affiliated with a political subdivision of the
214 Commonwealth, including the customer's name and service address, but excluding the amount of utility
215 service provided and the amount of money paid for such utility service.

216 30. Investigative notes and other correspondence and information furnished in confidence with
217 respect to an investigation or conciliation process involving an alleged unlawful discriminatory practice
218 under the Virginia Human Rights Act (§ 2.1-714 et seq.); however, nothing in this section shall prohibit
219 the distribution of information taken from inactive reports in a form which does not reveal the identity
220 of the parties involved or other persons supplying information.

221 31. Investigative notes; proprietary information not published, copyrighted or patented; information
222 obtained from employee personnel records; personally identifiable information regarding residents,
223 clients or other recipients of services; and other correspondence and information furnished in confidence
224 to the Department of Social Services in connection with an active investigation of an applicant or
225 licensee pursuant to Chapters 9 (§ 63.1-172 et seq.) and 10 (§ 63.1-195 et seq.) of Title 63.1; however,
226 nothing in this section shall prohibit disclosure of information from the records of completed
227 investigations in a form that does not reveal the identity of complainants, persons supplying information,
228 or other individuals involved in the investigation.

229 32. Reports, manuals, specifications, documents, minutes or recordings of staff meetings or other
230 information or materials of the Virginia Board of Corrections, the Virginia Department of Corrections or
231 any institution thereof to the extent, as determined by the Director of the Department of Corrections or
232 his designee or of the Virginia Board of Youth and Family Services, the Virginia Department of Youth
233 and Family Services or any facility thereof to the extent as determined by the Director of the
234 Department of Youth and Family Services, or his designee, that disclosure or public dissemination of
235 such materials would jeopardize the security of any correctional or juvenile facility or institution, as
236 follows:

237 (i) Security manuals, including emergency plans that are a part thereof;

238 (ii) Engineering and architectural drawings of correctional and juvenile facilities, and operational
239 specifications of security systems utilized by the Departments, provided the general descriptions of such
240 security systems, cost and quality shall be made available to the public;

241 (iii) Training manuals designed for correctional and juvenile facilities to the extent that they address
242 procedures for institutional security, emergency plans and security equipment;

243 (iv) Internal security audits of correctional and juvenile facilities, but only to the extent that they
244 specifically disclose matters described in (i), (ii), or (iii) above or other specific operational details the

disclosure of which would jeopardize the security of a correctional or juvenile facility or institution;

(v) Minutes or recordings of divisional, regional and institutional staff meetings or portions thereof to the extent that such minutes deal with security issues listed in (i), (ii), (iii), and (iv) of this subdivision;

(vi) Investigative case files by investigators authorized pursuant to § 53.1-16; however, nothing in this section shall prohibit the disclosure of information taken from inactive reports in a form which does not reveal the identity of complainants or charging parties, persons supplying information, confidential sources, or other individuals involved in the investigation, or other specific operational details the disclosure of which would jeopardize the security of a correctional or juvenile facility or institution; nothing herein shall permit the disclosure of materials otherwise exempt as set forth in subdivision 1 of subsection B of this section;

(vii) Logs or other documents containing information on movement of inmates, juvenile clients or employees; and

(viii) Documents disclosing contacts between inmates, juvenile clients and law-enforcement personnel.

Notwithstanding the provisions of this subdivision, reports and information regarding the general operations of the Departments, including notice that an escape has occurred, shall be open to inspection and copying as provided in this section.

33. Personal information, as defined in § 2.1-379, (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, or (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. However, access to one's own information shall not be denied.

34. Documents 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 which 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. Official 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. Official 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 which cause abuses in the administration and operation of the lottery and any evasions of such provisions, or (v) 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 subdivisions (iii), (iv) and (v) shall be subject to public disclosure under this chapter 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 which 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. [Repealed.]

41. Records concerning reserves established in specific claims administered by the Department of General Services through its Division of Risk Management as provided in Article 5.1 (§ 2.1-526.1 et

306 seq.) of Chapter 32 of this title, or by any county, city, or town.

307 42. Information and records collected for the designation and verification of trauma centers and other
308 specialty care centers within the Statewide Emergency Medical Care System pursuant to § 32.1-112.

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

310 44. [Repealed.]

311 45. Investigative notes; correspondence and information furnished in confidence with respect to an
312 investigation; and official records otherwise exempted by this chapter or any Virginia statute, provided
313 to or produced by or for the Auditor of Public Accounts and the Joint Legislative Audit and Review
314 Commission; or investigative notes, correspondence, documentation and information furnished and
315 provided to or produced by or for the Department of the State Internal Auditor with respect to an
316 investigation initiated through the State Employee Fraud, Waste and Abuse Hotline; however, nothing in
317 this chapter shall prohibit disclosure of information from the records of completed investigations in a
318 form that does not reveal the identity of complainants, persons supplying information or other
319 individuals involved in the investigation.

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

323 47. Documentation or other information which describes the design, function, operation or access
324 control features of any security system, whether manual or automated, which is used to control access to
325 or use of any automated data processing or telecommunications system.

326 48. Confidential financial statements, balance sheets, trade secrets, and revenue and cost projections
327 provided to the Department of Rail and Public Transportation, provided such information is exempt
328 under the federal Freedom of Information Act or the federal Interstate Commerce Act or other laws
329 administered by the Interstate Commerce Commission or the Federal Rail Administration with respect to
330 data provided in confidence to the Interstate Commerce Commission and the Federal Railroad
331 Administration.

332 49. In the case of corporations organized by the Virginia Retirement System, RF&P Corporation and
333 its wholly owned subsidiaries, (i) proprietary information provided by, and financial information
334 concerning, coventurers, partners, lessors, lessees, or investors, and (ii) records concerning the condition,
335 acquisition, disposition, use, leasing, development, coventuring, or management of real estate the
336 disclosure of which would have a substantial adverse impact on the value of such real estate or result in
337 a competitive disadvantage to the corporation or subsidiary.

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

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

344 52. Patient level data collected by the Virginia Health Services Cost Review Council and not yet
345 processed, verified, and released, pursuant to § 9-166.7, to the Council by the nonprofit organization
346 with which the Executive Director has contracted pursuant to § 9-166.4.

347 53. Proprietary, commercial or financial information, balance sheets, trade secrets, and revenue and
348 cost projections provided by a private transportation business to the Virginia Department of
349 Transportation and the Department of Rail and Public Transportation for the purpose of conducting
350 transportation studies needed to obtain grants or other financial assistance under the Intermodal Surface
351 Transportation Efficiency Act of 1991 (P.L. 102-240) for transportation projects, provided such
352 information is exempt under the federal Freedom of Information Act or the federal Interstate Commerce
353 Act or other laws administered by the Interstate Commerce Commission or the Federal Rail
354 Administration with respect to data provided in confidence to the Interstate Commerce Commission and
355 the Federal Railroad Administration. However, the exemption provided by this subdivision shall not
356 apply to any wholly owned subsidiary of a public body.

357 54. Names and addresses of subscribers to Virginia Wildlife magazine, published by the Department
358 of Game and Inland Fisheries, provided the individual subscriber has requested in writing that the
359 Department not release such information.

360 55. Reports, documents, memoranda or other information or materials which describe any aspect of
361 security used by the Virginia Museum of Fine Arts to the extent that disclosure or public dissemination
362 of such materials would jeopardize the security of the Museum or any warehouse controlled by the
363 Museum, as follows:

364 a. Operational, procedural or tactical planning documents, including any training manuals to the
365 extent they discuss security measures;

366 b. Surveillance techniques;

367 c. Installation, operation, or utilization of any alarm technology;

- 368 d. Engineering and architectural drawings of the Museum or any warehouse;
 369 e. Transportation of the Museum's collections, including routes and schedules; or
 370 f. Operation of the Museum or any warehouse used by the Museum involving the:
 371 (1) Number of employees, including security guards, present at any time; or
 372 (2) Busiest hours, with the maximum number of visitors in the Museum.
 373 56. Reports, documents, memoranda or other information or materials which describe any aspect of
 374 security used by the Virginia Department of Alcoholic Beverage Control to the extent that disclosure or
 375 public dissemination of such materials would jeopardize the security of any government store as defined
 376 in Title 4.1, or warehouse controlled by the Department of Alcoholic Beverage Control, as follows:
 377 (i) Operational, procedural or tactical planning documents, including any training manuals to the
 378 extent they discuss security measures;
 379 (ii) Surveillance techniques;
 380 (iii) The installation, operation, or utilization of any alarm technology;
 381 (iv) Engineering and architectural drawings of such government stores or warehouses;
 382 (v) The transportation of merchandise, including routes and schedules; and
 383 (vi) The operation of any government store or the central warehouse used by the Department of
 384 Alcoholic Beverage Control involving the:
 385 a. Number of employees present during each shift;
 386 b. Busiest hours, with the maximum number of customers in such government store; and
 387 c. Banking system used, including time and place of deposits.
 388 57. Information required to be provided pursuant to § 54.1-2506.1.
 389 58. (Effective July 1, 1995) Confidential information designated as provided in subsection D of
 390 § 11-52 as trade secrets or proprietary information by any person who has submitted to a public body an
 391 application for prequalification to bid on public construction projects in accordance with subsection B of
 392 § 11-46.
 393 59. *All information and records acquired during a review of any child death by the State Child*
 394 *Fatality Review Team established pursuant to § 32.1-283.1.*
 395 C. Neither any provision of this chapter nor any provision of Chapter 26 (§ 2.1-377 et seq.) of this
 396 title shall be construed as denying public access to contracts between a public official and a public
 397 body, other than contracts settling public employee employment disputes held confidential as personnel
 398 records under subdivision 3 of subsection B of this section, or to records of the position, job
 399 classification, official salary or rate of pay of, and to records of the allowances or reimbursements for
 400 expenses paid to, any public officer, official or employee at any level of state, local or regional
 401 government in this Commonwealth or to the compensation or benefits paid by any corporation organized
 402 by the Virginia Retirement System, RF&P Corporation and its wholly owned subsidiaries, to their
 403 officers or employees. The provisions of this subsection, however, shall not apply to records of the
 404 official salaries or rates of pay of public employees whose annual rate of pay is \$10,000 or less.
 405 § 2.1-344. Executive or closed meetings.
 406 A. Public bodies are not required to conduct executive or closed meetings. However, should a public
 407 body determine that an executive or closed meeting is desirable, such meeting shall be held only for the
 408 following purposes:
 409 1. Discussion, consideration or interviews of prospective candidates for employment; assignment,
 410 appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public
 411 officers, appointees or employees of any public body; and evaluation of performance of departments or
 412 schools of state institutions of higher education where such matters regarding such specific individuals
 413 might be affected by such evaluation. Any teacher shall be permitted to be present during an executive
 414 session or closed meeting in which there is a discussion or consideration of a disciplinary matter which
 415 involves the teacher and some student or students and the student or students involved in the matter are
 416 present, provided the teacher makes a written request to be present to the presiding officer of the
 417 appropriate board.
 418 2. Discussion or consideration of admission or disciplinary matters concerning any student or
 419 students of any state institution of higher education or any state school system. However, any such
 420 student, legal counsel and, if the student is a minor, the student's parents or legal guardians shall be
 421 permitted to be present during the taking of testimony or presentation of evidence at an executive or
 422 closed meeting, if such student, parents or guardians so request in writing and such request is submitted
 423 to the presiding officer of the appropriate board.
 424 3. Discussion or consideration of the condition, acquisition or use of real property for public purpose,
 425 or of the disposition of publicly held property, or of plans for the future of a state institution of higher
 426 education which could affect the value of property owned or desirable for ownership by such institution.
 427 4. The protection of the privacy of individuals in personal matters not related to public business.
 428 5. Discussion concerning a prospective business or industry or expansion of an existing business or

429 industry where no previous announcement has been made of the business' or industry's interest in
430 locating or expanding its facilities in the community.

431 6. The investing of public funds where competition or bargaining is involved, where, if made public
432 initially, the financial interest of the governmental unit would be adversely affected.

433 7. Consultation with legal counsel and briefings by staff members, consultants or attorneys,
434 pertaining to actual or probable litigation, or other specific legal matters requiring the provision of legal
435 advice by counsel.

436 8. In the case of boards of visitors of state institutions of higher education, discussion or
437 consideration of matters relating to gifts, bequests and fund-raising activities, and grants and contracts
438 for services or work to be performed by such institution. However, the terms and conditions of any such
439 gifts, bequests, grants and contracts made by a foreign government, a foreign legal entity or a foreign
440 person and accepted by a state institution of higher education shall be subject to public disclosure upon
441 written request to the appropriate board of visitors. For the purpose of this subdivision, (i) "foreign
442 government" means any government other than the United States government or the government of a
443 state or a political subdivision thereof; (ii) "foreign legal entity" means any legal entity created under the
444 laws of the United States or of any state thereof if a majority of the ownership of the stock of such
445 legal entity is owned by foreign governments or foreign persons or if a majority of the membership of
446 any such entity is composed of foreign persons or foreign legal entities, or any legal entity created under
447 the laws of a foreign government; and (iii) "foreign person" means any individual who is not a citizen
448 or national of the United States or a trust territory or protectorate thereof.

449 9. In the case of the boards of trustees of the Virginia Museum of Fine Arts and The Science
450 Museum of Virginia, discussion or consideration of matters relating to specific gifts, bequests, and
451 grants.

452 10. Discussion or consideration of honorary degrees or special awards.

453 11. Discussion or consideration of tests or examinations or other documents excluded from this
454 chapter pursuant to § 2.1-342 B 9.

455 12. Discussion, consideration or review by the appropriate House or Senate committees of possible
456 disciplinary action against a member arising out of the possible inadequacy of the disclosure statement
457 filed by the member, provided the member may request in writing that the committee meeting not be
458 conducted in executive session.

459 13. Discussion of strategy with respect to the negotiation of a siting agreement or to consider the
460 terms, conditions, and provisions of a siting agreement if the governing body in open meeting finds that
461 an open meeting will have a detrimental effect upon the negotiating position of the governing body or
462 the establishment of the terms, conditions and provisions of the siting agreement, or both. All
463 discussions with the applicant or its representatives may be conducted in a closed meeting or executive
464 session.

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

467 15. Discussion or consideration of medical and mental records excluded from this chapter pursuant to
468 § 2.1-342 B 3, and those portions of disciplinary proceedings by any regulatory board within the
469 Department of Professional and Occupational Regulation or Department of Health Professions conducted
470 pursuant to § 9-6.14:11 or § 9-6.14:12 during which the board deliberates to reach a decision.

471 16. Discussion, consideration or review of State Lottery Department matters related to proprietary
472 lottery game information and studies or investigations exempted from disclosure under subdivisions 37
473 and 38 of subsection B of § 2.1-342.

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

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

480 19. Those portions of meetings of the Virginia Health Services Cost Review Council in which the
481 Council discusses filings of individual health care institutions which are confidential pursuant to
482 subsection B of § 9-159.

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

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

489 22. In the case of corporations organized by the Virginia Retirement System, RF&P Corporation and
490 its wholly owned subsidiaries, 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.

23. *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.*

B. No resolution, ordinance, rule, contract, regulation or motion adopted, passed or agreed to in an executive or closed meeting shall become effective unless the public body, following the meeting, reconvenes in open meeting and takes a vote of the membership on such resolution, ordinance, rule, contract, regulation or motion which shall have its substance reasonably identified in the open meeting. Nothing in this section shall be construed to require the board of directors of any authority created pursuant to the Industrial Development and Revenue Bond Act (§ 15.1-1373 et seq.), or any public body empowered to issue industrial revenue bonds by general or special law, to identify a business or industry to which subdivision A 5 of this section applies. However, such business or industry must be identified as a matter of public record at least thirty days prior to the actual date of the board's authorization of the sale or issuance of such bonds.

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

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

§ 9-6.14:4.1. Exemptions and exclusions.

A. Although required to comply with § 9-6.18 of the Virginia Register Act (§ 9-6.15 et seq.), the following agencies are exempted from the provisions of this chapter, except to the extent that they are specifically made subject to §§ 9-6.14:14.1, 9-6.14:21 and 9-6.14:22:

1. The General Assembly.

2. Courts, any agency of the Supreme Court, and any agency which by the Constitution is expressly granted any of the powers of a court of record.

3. The Department of Game and Inland Fisheries in promulgating regulations regarding the management of wildlife.

4. The Virginia Housing Development Authority.

5. Municipal corporations, counties, and all local, regional or multijurisdictional authorities created under this Code, including those with federal authorities, except for those created under Chapter 27 (§ 15.1-1228 et seq.) of Title 15.1.

6. Educational institutions operated by the Commonwealth provided that, with respect to § 9-6.14:22, such educational institutions shall be exempt from the publication requirements only with respect to regulations which pertain to (i) their academic affairs; (ii) the selection, tenure, promotion and disciplining of faculty and employees; (iii) the selection of students; and (iv) rules of conduct and disciplining of students.

7. The Milk Commission in promulgating regulations regarding (i) producers' license and base, (ii) classification and allocation of milk, computation of sales and shrinkage, and (iii) class prices for producers' milk, time and method of payment, butterfat testing and differential.

8. The Virginia Resources Authority.

9. Agencies expressly exempted by any other provision of this Code.

10. The Virginia Voluntary Formulary Board in formulating recommendations regarding amendments to the Formulary pursuant to § 32.1-81.

11. The Council on Information Management.

12. The Department of General Services in promulgating standards for the inspection of buildings for asbestos pursuant to § 2.1-526.14.

13, 14. [Repealed.]

15. The State Council of Higher Education for Virginia, in developing, issuing, and revising guidelines pursuant to § 23-9.6:2.

16. The Commissioner of Agriculture and Consumer Services in adopting regulations pursuant to subsection B of § 3.1-726.

17. The Commissioner of Agriculture and Consumer Services and the Board of Agriculture and Consumer Services in promulgating regulations pursuant to subsections B and C of § 3.1-106.4, subsection B of § 3.1-126.12:1, § 3.1-271.1, subsections B and C of § 3.1-828.4, and subsection A of § 3.1-884.21:1.

18. The Board of Medicine when specifying therapeutic pharmaceutical agents for the treatment of certain conditions of the human eye and its adnexa by certified optometrists pursuant to § 54.1-2957.2.

552 19. The Board of Medicine, in consultation with the Board of Pharmacy, when promulgating
553 amendments to the Physician's Assistant Formulary established pursuant to § 54.1-2952.1.

554 20. The Boards of Medicine and Nursing in promulgating amendments to the Nurse Practitioner
555 Formulary established pursuant to § 54.1-2957.01.

556 21. The Virginia War Memorial Foundation.

557 22. The Virginia Medicaid Prior Authorization Advisory Committee in making recommendations to
558 the Board of Medical Assistance Services regarding prior authorization for prescription drug coverage
559 pursuant to Article 4 (§ 32.1-331.12 et seq.) of Chapter 10 of Title 32.1.

560 23. The State Board of Education, in developing, issuing, and revising guidelines pursuant to
561 § 22.1-280.3.

562 B. Agency action relating to the following subjects is exempted from the provisions of this chapter:

563 1. Money or damage claims against the Commonwealth or agencies thereof.

564 2. The award or denial of state contracts, as well as decisions regarding compliance therewith.

565 3. The location, design, specifications or construction of public buildings or other facilities.

566 4. Grants of state or federal funds or property.

567 5. The chartering of corporations.

568 6. Customary military, naval or police functions.

569 7. The selection, tenure, dismissal, direction or control of any officer or employee of an agency of
570 the Commonwealth.

571 8. The conduct of elections or eligibility to vote.

572 9. Inmates of prisons or other such facilities or parolees therefrom.

573 10. The custody of persons in, or sought to be placed in, mental, penal or other state institutions as
574 well as the treatment, supervision, or discharge of such persons.

575 11. Traffic signs, markers or control devices.

576 12. Instructions for application or renewal of a license, certificate, or registration required by law.

577 13. Content of, or rules for the conduct of, any examination required by law.

578 14. The administration of a pool or pools authorized by Article 7.1 (§ 2.1-234.9:1 et seq.) of Chapter
579 14 of Title 2.1.

580 15. Any rules for the conduct of specific lottery games, so long as such rules are not inconsistent
581 with duly adopted regulations of the State Lottery Board, and provided that such regulations are
582 published and posted.

583 16. Orders condemning or closing any shellfish, finfish, or crustacea growing area and the shellfish,
584 finfish or crustacea located thereon pursuant to Article 2 (§ 28.2-803 et seq.) of Chapter 8, Title 28.2.

585 17. *Any protocol for review of child deaths developed by the State Child Fatality Review Team*
586 *pursuant to § 32.1-283.1.*

587 C. The following agency actions otherwise subject to this chapter and § 9-6.18 of the Virginia
588 Register Act are excluded from the operation of Article 2 (§ 9-6.14:7.1 et seq.) of this chapter:

589 1. Agency orders or regulations fixing rates or prices.

590 2. Regulations which establish or prescribe agency organization, internal practice or procedures,
591 including delegations of authority.

592 3. Regulations which consist only of changes in style or form or corrections of technical errors. Each
593 promulgating agency shall review all references to sections of the Code of Virginia within their
594 regulations each time a new supplement or replacement volume to the Code of Virginia is published to
595 ensure the accuracy of each section or section subdivision identification listed.

596 4. Regulations which:

597 (a) Are necessary to conform to changes in Virginia statutory law or the appropriation act where no
598 agency discretion is involved;

599 (b) Are required by order of any state or federal court of competent jurisdiction where no agency
600 discretion is involved; or

601 (c) Are necessary to meet the requirements of federal law or regulations, provided such regulations
602 do not differ materially from those required by federal law or regulation, and the Registrar has so
603 determined in writing; notice of the proposed adoption of these regulations and the Registrar's above
604 determination shall be published in the Virginia Register not less than thirty days prior to the effective
605 date thereof.

606 5. Regulations which an agency finds are necessitated by an emergency situation. For the purposes of
607 this subdivision, "emergency situation" means (i) a situation involving an imminent threat to public
608 health or safety or (ii) a situation in which Virginia statutory law or the appropriation act or federal law
609 or federal regulation requires that a regulation shall be effective in 280 days or less from enactment of
610 the law or the appropriation act or the effective date of the federal regulation, and the regulation is not
611 exempt under the provisions of subdivision C 4 of this section. In such cases, the agency shall state in
612 writing the nature of the emergency and of the necessity for such action and may adopt such regulations
613 with the prior approval of the Governor. Such regulations shall be limited to no more than twelve

months in duration. During the twelve-month period, an agency may issue additional emergency regulations as needed addressing the subject matter of the initial emergency regulation, but any such additional emergency regulations shall not be effective beyond the twelve-month period from the effective date of the initial emergency regulation. If the agency wishes to continue regulating the subject matter governed by the emergency regulation beyond the twelve-month limitation, a regulation to replace the emergency regulation shall be promulgated in accordance with Article 2 (§ 9-6.14:7.1 et seq.) of this chapter. The Notice of Intended Regulatory Action to promulgate a replacement regulation shall be published within sixty days of the effective date of the emergency regulation, and the proposed replacement regulation shall be published within 180 days after the effective date of the emergency regulation.

6. [Repealed.]

7. Preliminary program permit fees of the Department of Environmental Quality assessed pursuant to subsection C of § 10.1-1322.2.

Whenever regulations are adopted under this subsection C, the agency shall state as part thereof that it will receive, consider and respond to petitions by any interested person at any time with respect to reconsideration or revision. The effective date of regulations adopted under this subsection shall be in accordance with the provisions of § 9-6.14:9.3, except in the case of emergency regulations, which shall become effective as provided in § 9-6.14:9 A.

D. The following agency actions otherwise subject to this chapter are excluded from the operation of Article 3 (§ 9-6.14:11 et seq.) of this chapter:

1. The assessment of taxes or penalties under the tax laws.
2. The award or denial of claims for workers' compensation.
3. The grant or denial of public assistance.
4. Temporary injunctive or summary orders authorized by law.
5. The determination of claims for unemployment compensation or special unemployment.
6. The award or denial of individual student loans by the Virginia Education Loan Authority.
7. The determination of applications for guaranty of individual student loans or the determination of default claims by the State Education Assistance Authority.

E. The Marine Resources Commission, otherwise subject to this chapter and § 9-6.18 of the Virginia Register Act, is excluded from the operation of subsection C of this section and of Article 2 (§ 9-6.14:7.1 et seq.) of this chapter; however, the authorization for any general permit or guidelines for activity undertaken pursuant to Title 62.1 by the Marine Resources Commission shall be in accordance with the provisions of this chapter.

F. A regulation for which an exemption is claimed under this section and which is placed before a board or commission for consideration shall be provided at least two days in advance of the board or commission meeting to members of the public that request a copy of that regulation. A copy of that regulation shall be made available to the public attending such meeting.

G. The Joint Legislative Audit and Review Commission shall conduct a review periodically of exemptions and exclusions authorized by this section. The purpose of this review shall be to assess whether there are any exemptions or exclusions which should be discontinued or modified.

H. Minor changes to regulations being published in the Virginia Administrative Code under the Virginia Register Act, Chapter 1.2 (§ 9-6.15 et seq.) of this title, made by the Virginia Code Commission pursuant to § 9-77.10:1 shall be exempt from the provisions of this chapter.

§ 32.1-283.1. State Child Fatality Review Team established; membership; access to and maintenance of records; confidentiality; etc.

A. There is hereby created the *State Child Fatality Review Advisory Committee Team, hereinafter referred to as the "Team,"* which shall develop and implement procedures to ensure that child deaths occurring in Virginia are reviewed analyzed in a systematic way. The ~~Committee Team~~ shall make recommendations (i) for development of develop and revise as necessary a protocol for the establishment and operation of the review of child death review teams, to include including identification of cases to be reviewed and procedures for coordination among the agencies and professionals involved, (ii) to improve the identification, data collection, and record keeping of the causes of child death, (iii) on recommend components for prevention and education programs, and (iv) for recommend training to improve the investigation of child deaths, and (v) provide technical assistance to any local child fatality teams that may be established. The Team shall perform child death reviews of all fatalities of children under eighteen years of age. The protocol for the review of child deaths shall be exempt from the Administrative Process Act (§ 9-6.14:1 et seq.) pursuant to subdivision 17 of subsection B of § 9-6.14:4.1.

B. The ~~Committee~~ sixteen-member Team shall be chaired by the Secretary of Health and Human Resources Chief Medical Examiner and shall be composed of the following persons or their designees: the ~~Commissioners~~ Commissioner of the ~~Departments~~ Department of Health, Mental Health, Mental

675 Retardation and Substance Abuse Services; ~~and; the Director of Child Protective Services within the~~
676 ~~Department of Social Services; the Superintendent of Public Instruction; the State Registrar of Vital~~
677 ~~Records; and the Director of the Department of Criminal Justice Services; and the Chief Medical~~
678 ~~Examiner. The Secretary of Health and Human Resources shall appoint~~ In addition, one representative
679 of each of the following entities shall be appointed by the Governor to serve for a term of three years:
680 local law-enforcement agencies, local fire departments, local departments of social services, the Medical
681 Society of Virginia, the Virginia College of Emergency Physicians, the Virginia Pediatric Society,
682 Virginia Sudden Infant Death Syndrome Alliance, local emergency medical services personnel,
683 Commonwealth's attorneys, and community services boards.

684 C. Upon the request of the Chief Medical Examiner in his capacity as chair of the Team, all
685 information and records regarding a child whose death is being reviewed by the Team and such child's
686 family shall be provided to the Team, including, but not limited to, any information and records
687 maintained on such child or his family by any state or local law-enforcement agency, medical
688 examiner, school board, social services agency or court. In addition, the Chief Medical Examiner shall
689 have the right to obtain, on behalf of the Team, the health and mental health records of the child and
690 the child's family from any Virginia health care provider. All such information and records shall be
691 confidential and shall be excluded from the Virginia Freedom of Information Act (§ 2.1-340 et seq.)
692 pursuant to subdivision 59 of subsection B § 2.1-342. Such information or records shall not be subject
693 to subpoena or discovery or be admissible in any criminal or civil proceeding. If available from other
694 sources, however, such information and records shall not be immune from subpoena, discovery or
695 introduction into evidence when obtained through such other sources solely because the information and
696 records were presented to the Team during a child death review. Further, the findings of the Team may
697 be disclosed or published in statistical or other form which does not identify individuals. The portions of
698 meetings in which individual child death cases are discussed by the Team shall be closed pursuant to
699 subdivision 23 of subsection A of § 2.1-344. In addition to the requirements of § 2.1-344.1, all team
700 members, persons attending closed team meetings, and persons presenting information and records on
701 specific child deaths to the Team during closed meetings shall execute a sworn statement to honor the
702 confidentiality of the information, records, discussions, and opinions disclosed during any closed
703 meeting to review a specific child death. Violations of this subsection shall be punishable as a Class 3
704 misdemeanor.

705 D. Upon notification of a child death, any state or local government agency maintaining records on
706 such child or such child's family which are periodically purged shall retain such records for the longer
707 of twelve months or until such time as the State Child Fatality Review Team has completed its child
708 death review of the specific case.

709 E. The ~~Committee~~ Team shall ~~submit an~~ compile annual report data which shall be made available
710 to the Governor and the General Assembly as requested. These statistical data compilations shall not
711 contain any personally identifying information and shall be public records.

712 F. Upon the initiative of any local law-enforcement agency, fire department, department of social
713 services, emergency medical services agency, Commonwealth's attorney's office, or community services
714 board, a local child fatality team may be established for the purpose of conducting an immediate review
715 of local child deaths. Such local child fatality teams shall include broad representation, including, but
716 not limited to, at least one physician and individuals from all of the above-named community agencies.
717 Nothing in this statute shall be deemed to vest such local child fatality teams with any responsibilities
718 or authorities vested in the State Child Fatality Review Team pursuant to this statute, unless such
719 responsibility or authority has been otherwise conferred by law.