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## DIGEST

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HB 1049 Original

2026 Regular Session

Owen

**Abstract:** Provides for the posting of a meeting notice, for the contents of meeting minutes, for draft minutes, and requires the presence of legal counsel or a member who is trained in open meetings law at a meeting of a public body.

Present law (R.S. 42:14) provides that every meeting of a public body shall be open to the public in most circumstances. Prohibits a public body from taking measures to circumvent present law. Provides for how votes by members of a public body are to be made and recorded. Provides that a public body, except a school board, that is holding a public meeting shall allow public comment at any point during the meeting prior to action on an item that is on the meeting agenda. Provides that a public body can allow a member of the public with a disability recognized by the Americans with Disabilities Act to participate in a public meeting via teleconference or video conference and the public body shall adopt rules, regulations, and procedures to facilitate such participation.

Proposed law retains present law and requires a public body to ensure that legal counsel is present at each public meeting or that the member presiding over the meeting has a general understanding of the provisions of present law (Open Meetings Law). Provides that receiving training on the provisions of present law using materials approved by the attorney general is deemed to satisfy the requirements of proposed law.

Present law (R.S. 42:19) provides that a public body, except the legislature and its committees and subcommittees, shall give written notice of their regular meetings and that the notice shall include the dates, times, and places of such meetings. Notices shall also include the agenda and each item in the agenda be listed separately and described with reasonable specificity. Provides that agendas shall not be changed less than 24 hrs., exclusive of weekends and legal holidays, prior to the scheduled time of the meeting. Provides a procedure for the public body to take up an item that is not on the agenda. Provides for agenda requirements when there are more than 50 items on the agenda. Provides for where a public notice is to be posted.

Proposed law retains present law and requires a public notice to be posted in a manner in which the notice can be read by the public.

Present law (R.S. 42:20) requires a public body to keep written minutes of all open meetings. Provides that the minutes for a public body, excluding the legislature and legislative committees and subcommittees, shall include the following:

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

- (2) The members of the public body recorded as either present or absent.
- (3) The substance of all matters decided, and, at the request of any member, a record by individual member, of any votes taken.
- (4) Any other information that the public body requests be included or reflected in the minutes.

Proposed law retains present law and additionally provides that for each motion made, the name of the member who made the motion and the name of the member who seconded the motion shall be included in the minutes of the public body.

Present law provides that the minutes are a public record and requires the minutes to be made available within a reasonable time after the meeting, except under certain circumstances. Provides that if a public body has a website, the public body shall also post a copy of the minutes on its website.

Proposed law retains present law and provides that a draft of the minutes to be adopted shall be made available to members within a reasonable time after the meeting, not to exceed one month. Further provides that if a public body has a website, it shall post the adopted minutes on its website.

(Amends R.S. 42:19(A)(2)(a), and 20(A)(3) and (B); Adds R.S. 42:14(F))