

TO BE RESCINDED

4753-1-02

Method of notice of meetings.

(A) Any person may determine the time and place of all regularly scheduled meetings and the time, place, and purpose of all special meetings, committee meetings, and subcommittee meetings by:

- (1) Writing the board of speech-language pathology and audiology at its business address;
- (2) Calling the board of speech-language pathology and audiology at its business office during normal business hours; or
- (3) Consulting the posting located at the business address of the board of speech-language pathology and audiology.

(B) Any representative of the news media may obtain notice of all special meetings, committee meetings and subcommittee meetings by requesting in writing that such notice be provided. A request for such notification shall be addressed to the board of speech-language pathology and audiology business offices. The request shall provide the name of the individual media representative to be contacted, his/her mailing address and a maximum of two telephone numbers where he/she can be reached. The board of speech-language pathology and audiology shall maintain a list of all representatives of the news media who have requested notice of special meetings. Committee meetings and subcommittee meetings pursuant to this section.

In the event of a special meeting, committee meeting, or subcommittee meeting not of an emergency nature, the board of speech-language pathology and audiology shall notify all media representatives on the list of such meeting by doing at least one of the following:

- (1) Sending written notice, which must be mailed no later than four calendar days prior to the day of the special meeting, committee meeting, or subcommittee meeting;
- (2) Notifying such representatives by telephone no later than twenty-four hours prior to the special meeting, committee meeting, or subcommittee meeting. Such telephone notice shall be complete if a message has been left for the representative, or if, after reasonable effort, the board of speech-language pathology and audiology has been unable to provide such telephone notice;
- (3) Informing such representative personally no later than twenty-four hours prior to the special meeting, committee meeting, or subcommittee meeting.

- (C) In the event of a special meeting, committee meeting, or subcommittee meeting of an emergency nature, the board of speech-language pathology and audiology shall notify all media representatives on the list of such meeting by providing either the notice described in paragraph (B)(2), supra, or that described in paragraph (B)(3), supra. In such event, however, the notice need not be given twenty-four hours prior to the meeting, but shall be given as soon as possible.
- (D) The board of speech-language pathology and audiology shall maintain a list of all persons who have requested, in writing, notice of all meetings of the board at which specific subject matters designated by such persons are scheduled to be discussed. Any person may, upon payment of an annual fee in the amount of ten dollars have his/her name placed on such list. The board of speech-language pathology and audiology shall no later than five days prior to each meeting, send by first class mail an agenda of the meeting to such persons.

Effective: 09/01/2003

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CERTIFIED ELECTRONICALLY

Certification

08/20/2003

Date

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