



A BILL FOR AN ORDINANCE

RELATING TO SUNSHINE LAW TRAINING.

BE IT ORDAINED by the People of the City and County of Honolulu:

SECTION 1. The purpose of this ordinance is to allow board members to fulfill the requirement to participate in the Sunshine law training program by viewing an online training video.

SECTION 2. Section 3-12.4, revised Ordinances of Honolulu 1990 ("Sunshine Law Training"), is amended by adding a new subsection (c) to read as follows:

"Sec. 3-12.4 Contents of program.

- (a) If the office of information practices conducts the sunshine law training program, the program content shall be as prescribed by that office. The office is encouraged to include, at a minimum, the information enumerated in subsection (b).
- (b) If the office of information practices does not conduct the program, the program shall, at a minimum, include information on the following:
 - (1) The purposes of the sunshine law;
 - (2) Agenda and notice requirements;
 - (3) Open meeting requirements, including the requirements on the acceptance of oral public testimony;
 - (4) Permitted and prohibited interactions among members of a board;
 - (5) Permissible grounds and required procedures for holding a meeting closed to the public;
 - (6) The taking of, and public availability requirements for, minutes of board meetings;
 - (7) Penalties for sunshine law violations; and
 - (8) Administration of the sunshine law.

The program may include such additional information as the administrator and persons conducting the program deem appropriate.



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- (c) Nothing in this article shall be construed to prohibit board members from participating in the sunshine law training program by viewing an online training video, provided that an online training video that is not created and maintained by the Office of Information Practices shall comply with subsection (b)."

SECTION 3. Section 3-12.5, revised Ordinances of Honolulu 1990, is amended by adding a new subsection (d) to read as follows:

"Sec. 3-12.5 Certification of participation.

- (a) A member of a board, other than a member of a community visioning team, shall provide the chair of the board with a certification of the member's participation in the sunshine law training program no later than:

- (1) Thirty days after the date of participation; or
(2) Thirty days after date of taking office,

whichever is later; provided that if the member is the chair of the board, the certification shall be provided to the board's vice-chair. The certification of participation may be mailed or hand-delivered, and, if mailed, shall be deemed to have been provided on the postmark date.

- (b) No member of a board shall provide false certification of participation in the sunshine law training program to the chair or vice-chair of the board.
- (c) A standard form certification shall be prescribed by the administrator and shall be provided to all participants in the sunshine law training program.
- (d) A board member who participates in the sunshine law training program by viewing an online training video shall sign a notice of self-certification, as prescribed by the administrator."

SECTION 4. New material is underscored. When revising, compiling, or printing this ordinance for inclusion in the revised Ordinances of Honolulu, the revisor of ordinances need not include the underscoring.



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SECTION 5. This ordinance shall take effect on July 1, 2012.

INTRODUCED BY:

[Handwritten signature]

(br)

DATE OF INTRODUCTION:

DEC 01 2011

Honolulu, Hawaii

Councilmembers

APPROVED AS TO FORM AND LEGALITY:

[Handwritten signature]

Deputy Corporation Counsel

APPROVED this 2nd day of March, 20 12.

[Handwritten signature]

PETER CARLISLE, Mayor
City and County of Honolulu

CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII
C E R T I F I C A T E

ORDINANCE 12-5

BILL 58 (2011)

Introduced: 12/01/11 By: ERNEST MARTIN (BR)

Committee: EXECUTIVE MATTERS
AND LEGAL AFFAIRS

Title: A BILL FOR AN ORDINANCE RELATING TO SUNSHINE LAW TRAINING.

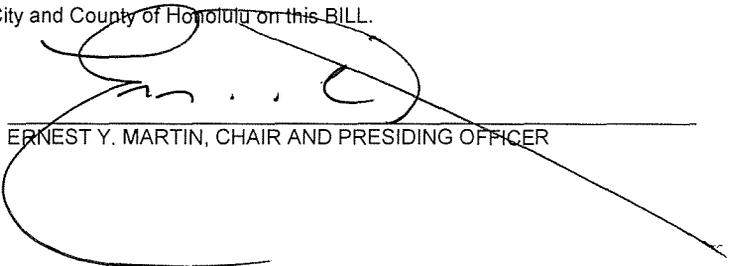
Links: [BILL 58 \(2011\)](#)
[CR-20 \(2012\)](#)
[CR-57 \(2012\)](#)

Voting Legend: Y= Aye, Y* = Aye w/Reservations, N = No, A = Absent, ABN = Abstain

COUNCIL	12/07/11	BILL PASSED FIRST READING AND WAS REFERRED TO COMMITTEE ON EXECUTIVE MATTERS AND LEGAL AFFAIRS.							
ANDERSON	Y	BERG	Y	CACHOLA	Y	CHANG	Y	GABBARD	Y
GARCIA	Y	HARIMOTO	Y	KOBAYASHI	Y	MARTIN	Y		
EXECUTIVE MATTERS AND LEGAL AFFAIRS	01/10/12	CR-20(12) – BILL REPORTED OUT OF COMMITTEE FOR PASSAGE ON SECOND READING AND SCHEDULING OF A PUBLIC HEARING.							
PUBLISH	01/14/12	PUBLIC HEARING NOTICE PUBLISHED IN THE HONOLULU STAR-ADVERTISER.							
COUNCIL/PUBLIC HEARING	01/25/12	CR-20(12) ADOPTED. BILL PASSED SECOND READING, PUBLIC HEARING CLOSED AND REFERRED TO COMMITTEE ON EXECUTIVE MATTERS AND LEGAL AFFAIRS.							
ANDERSON	Y	BERG	Y	CACHOLA	Y	CHANG	Y	GABBARD	Y
GARCIA	A	HARIMOTO	Y	KOBAYASHI	Y	MARTIN	Y		
PUBLISH	02/02/12	SECOND READING NOTICE PUBLISHED IN THE HONOLULU STAR-ADVERTISER.							
EXECUTIVE MATTERS AND LEGAL AFFAIRS	02/07/12	CR-57(12) – BILL REPORTED OUT OF COMMITTEE FOR PASSAGE ON THIRD READING.							
COUNCIL	02/15/12	CR-57(12) ADOPTED AND BILL 58 (2011) PASSED THIRD READING.							
ANDERSON	Y	BERG	Y	CACHOLA	Y	CHANG	Y	GABBARD	Y
GARCIA	Y	HARIMOTO	Y	KOBAYASHI	Y	MARTIN	Y		

I hereby certify that the above is a true record of action by the Council of the City and County of Honolulu on this BILL.


BERNICE K. N. MAU, CITY CLERK


ERNEST Y. MARTIN, CHAIR AND PRESIDING OFFICER