

SENATE BILL NO. _____ HOUSE BILL NO. _____

1 A BILL to amend and reenact § 2.2-3704.2 of the Code of Virginia, relating to Virginia Freedom of
2 Information Act; FOIA officers; training and reporting requirements.

3 **Be it enacted by the General Assembly of Virginia:**

4 **1. That § 2.2-3704.2 of the Code of Virginia is amended and reenacted as follows:**

5 **§ 2.2-3704.2. Public bodies to designate FOIA officer.**

6 A. All state public bodies, including state authorities, that are subject to the provisions of this
7 chapter and all local public bodies and regional public bodies that are subject to the provisions of this
8 chapter, shall designate and publicly identify one or more Freedom of Information Act officers (FOIA
9 officer) whose responsibility is to serve as a point of contact for members of the public in requesting public
10 records and to coordinate the public body's compliance with the provisions of this chapter.

11 B. For such state public bodies, the name and contact information of the public body's FOIA officer
12 to whom members of the public may direct requests for public records and who will oversee the public
13 body's compliance with the provisions of this chapter shall be made available to the public upon request
14 and be posted on the respective public body's official public government website at the time of designation
15 and maintained thereafter on such website for the duration of the designation.

16 C. For such local public bodies and regional public bodies, the name and contact information of
17 the public body's FOIA officer to whom members of the public may direct requests for public records and
18 who will oversee the public body's compliance with the provisions of this chapter shall be made available
19 in a way reasonably calculated to provide notice to the public, including posting at the public body's place
20 of business, posting on its official public government website, or including such information in its
21 publications.

22 D. For the purposes of this section, local public bodies shall include constitutional officers.

23 E. Any such FOIA officer shall possess specific knowledge of the provisions of this chapter and
24 be trained at least annually once during each consecutive period of two calendar years commencing with
25 the date on which he last completed a training session by legal counsel for the public body or the Virginia

26 Freedom of Information Advisory Council (the Council) or through an online course offered by the
27 Council. Any such training shall document that the training required by this subsection has been fulfilled.

28 F. The name and contact information of a FOIA officer trained by legal counsel of a public body
29 shall be (i) submitted to the Council by July 1 of ~~each~~ the year a FOIA officer is initially trained on a form
30 developed by the Council for that purpose and (ii) updated in a timely manner in the event of any changes
31 to such information.

32 G. The Council shall maintain on its website a listing of all FOIA officers, including name, contact
33 information, and the name of the public body such FOIA officers serve.

34 #