

HOUSE BILL 321

P3

9lr1966

By: **Delegate Stein**

Introduced and read first time: January 28, 2019

Assigned to: Health and Government Operations

A BILL ENTITLED

1 AN ACT concerning

2 **State Government – Written Policies for Public Communications – Revisions**

3 FOR the purpose of requiring each unit in the Executive Branch to revise certain policies,
4 submit the revised policies to a certain committee of the General Assembly, and post
5 the revised policies on the unit’s website in a conspicuous place on or before a certain
6 date with a certain frequency; and generally relating to revisions to written policies
7 for public communications in State government.

8 BY repealing and reenacting, without amendments,
9 Article – State Government
10 Section 10–801 and 10–802
11 Annotated Code of Maryland
12 (2014 Replacement Volume and 2018 Supplement)

13 BY repealing and reenacting, with amendments,
14 Article – State Government
15 Section 10–803
16 Annotated Code of Maryland
17 (2014 Replacement Volume and 2018 Supplement)

18 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
19 That the Laws of Maryland read as follows:

20 **Article – State Government**

21 10–801.

22 (a) In this subtitle the following words have the meanings indicated.

23 (b) “Public communication” means any inquiry, request, or complaint made by the
24 public.

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 (c) "Unit" means each unit in the Executive Branch of the State government.

2 10-802.

3 Each unit shall adopt written policies that are within the legal authority of the unit
4 for:

5 (1) the procedures to be followed by the unit in responding to a public
6 communication;

7 (2) the circumstances that require the unit to maintain a record of a public
8 communication and of the response of the unit; and

9 (3) the manner of maintaining records of public communications and of the
10 responses of the unit.

11 10-803.

12 (A) Each unit shall submit the policies required under § 10-802 of this subtitle to
13 the Joint Committee on Administrative, Executive, and Legislative Review.

14 (B) **ON OR BEFORE DECEMBER 31, 2019, AND EVERY 4 YEARS THEREAFTER,**
15 **EACH UNIT SHALL:**

16 (1) **REVISE THE POLICIES REQUIRED UNDER § 10-802 OF THIS**
17 **SUBTITLE;**

18 (2) **SUBMIT THE REVISED POLICIES TO THE JOINT COMMITTEE ON**
19 **ADMINISTRATIVE, EXECUTIVE, AND LEGISLATIVE REVIEW; AND**

20 (3) **POST THE REVISED POLICIES ON THE UNIT'S WEBSITE IN A**
21 **CONSPICUOUS PLACE.**

22 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect July
23 1, 2019.