

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☒ County ☐ City ☐ Town ☐ Village
(Select one.)

of Erie

Local Law No. 1 of the year 20 25

A local law requiring meetings of the Erie County Boards and Advisory Committees to
(Insert Title)
provide access to information to the public.

Be it enacted by the Erie County Legislature of the
(Name of Legislative Body)

☒ County ☐ City ☐ Town ☐ Village
(Select one.)

of Erie as follows:

SECTION 1. Title

This law shall be entitled and known as "The Meetings Transparency Act"

(If additional space is needed, attach pages the same size as this sheet, and number each.)

SECTION 2. Legislative Intent

The Erie County Legislature recognizes that taxpayers should have easy access to details discussed and acted upon at public meetings. The Erie County Legislature prepares an agenda, which it posts before legislative sessions, records videos of meetings available for replay, and posts the minutes of meetings for review. Boards should use available technology to increase access to similar discussions and actions of commissions and boards empaneled by the County.

SECTION 3. Definitions

BOARD

Any government board, commission, council, committee, advisory committee, panel, or similar group created pursuant to the Erie County Charter, Code, or Local Law.

SECTION 4. Meeting Minutes

Boards shall keep written minutes summarizing all official actions, discussions, public comments, and votes at each meeting.

Draft minutes shall be made available to the public within 10 business days after each meeting.

The minutes shall be officially approved at the board's next public meeting, and a final version shall be posted publicly online within five business days after approval. The minutes must also be submitted to the Clerk of the Legislature to be included in the official record.

SECTION 5. Notice and Agendas

Boards shall give public notice at least seven calendar days before any regular meeting by prominently posting the date, time, location, and agenda on the general Erie County website and the website of the Erie County Legislature.

For special or emergency meetings, notice should be provided as soon as is practicable.

Meeting agendas shall include a list of topics to be discussed, a list of invited speakers, and an indication of whether any votes or official actions are anticipated.

SECTION 6. Broadcast and Recording of Meetings

To the extent feasible and otherwise required by law, boards should also provide a live stream of meetings for public viewing. Erie County is required to make appropriate accommodations for each board to make this possible. If a live stream is not possible, meetings should, at minimum, be video recorded, and the recording should be posted on the general Erie County website.

SECTION 7. Public Access to Records

Boards shall maintain information to be posted on Erie County's website, which will provide access to board member information, past meeting minutes, agendas, recordings, reports, resolutions,

and other official documents.

Upon public request, boards shall provide copies or electronic access to such records promptly as allowed by public record laws.

SECTION 8. Public Comment

Boards should provide reasonable opportunities for public comment at each meeting.

Any restrictions on public comment shall be viewpoint-neutral and clearly stated in the board's policies.

SECTION 9. Directory of Boards

Erie County shall compile and maintain a directory of all Boards and Advisory Committees as defined in Section 3 of this Law on Erie County's website. The directory shall contain hyperlinks to a webpage on Erie County's website for each specific board or committee and provide the relevant information about that board or committee as required by this Local Law.

SECTION 10. Compliance

Originating governmental bodies shall establish procedures to monitor and ensure compliance with this law.

SECTION 11. Severability

If any part of this chapter or the application thereof to any person or circumstance be adjudged invalid by any court or competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remained of this chapter or the application thereof to other persons or circumstances. The County of Erie hereby declares that it

would have passed this chapter or the remainder thereof had such invalid application or invalid provision been apparent.

SECTION 12. Effective Date

This Local Law shall take effect immediately following its filing with the Office of the Secretary of State.

Sponsor: Legislator Lorigo and Legislator Gilmore

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, in accordance with the applicable provisions of law.
(Name of Legislative Body)

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, designated as local law No. 1 of 20 25 of the (County)(City)(Town)(Village) of Erie was duly passed by the Erie County Legislature on March 27 2025, and was (approved)(not approved) (repassed after disapproval) by the Erie County Executive (Elective Chief Executive Officer*) and was deemed duly adopted on April 11 2025, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.
(Name of Legislative Body)
(Elective Chief Executive Officer*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____, in accordance with the applicable provisions of law.
(Name of Legislative Body)
(Elective Chief Executive Officer*)

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

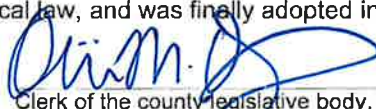
I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 _____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20 _____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 _____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20 _____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 2 above.



Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

(Seal)

Date:

April 16, 2025