

# JEOPARDOY



**Foundations**

**Types of Meetings**

**Closed Meetings**

**Compliance Requirements**

**Best Practices**

**Legal**

**\$100**

**\$100**

**\$100**

**\$100**

**\$100**

**\$100**

**\$200**

**\$200**

**\$200**

**\$200**

**\$200**

**\$200**

**\$300**

**\$300**

**\$300**

**\$300**

**\$300**

**\$300**

**\$400**

**\$400**

**\$400**

**\$400**

**\$400**

**\$400**

**\$500**

**\$500**

**\$500**

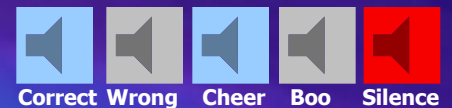
**\$500**

**\$500**

**\$500**

**FINAL JEOPARDY**

**JEOPARDY**

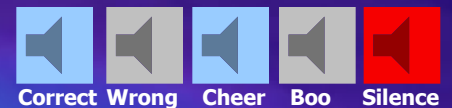


**These constitute  
the official  
record of a  
meeting.**



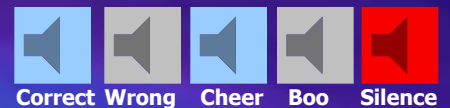
**GO TO  
RESPONSE**

**JEDPARODY**



**What are the  
minutes?**

**JEOPARDY**

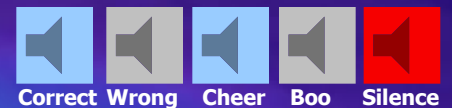


**A meeting is required to both discuss and do this with regards to matters over which an entity has authority.**

Start Timer

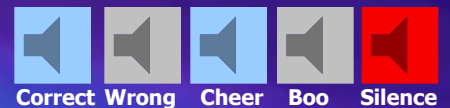
GO TO  
RESPONSE

**JEDPARODY**



**What is take action?**

**JEOPARDY**

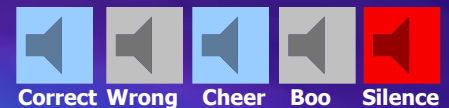


**This term typically refers to a simple majority of the membership of a public body but is sometimes a different number defined by applicable law.**



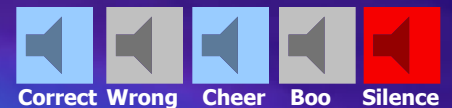
**GO TO  
RESPONSE**

**JEDPARODY**



**What is a quorum?**

**JEOPARDY**

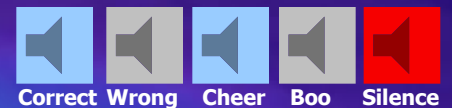


**The convening of this type of body, which must consist of at least two persons, typically constitutes a meeting.**

Start Timer

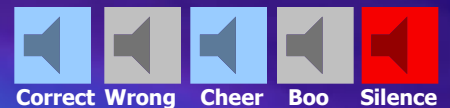
GO TO  
RESPONSE

**JEDPARODY**



**What is a public  
body?**

**JEDPARODY**

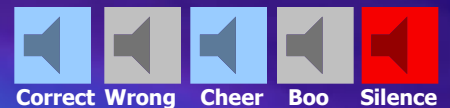


**OPMA, GRAMA, and  
FOIA are examples  
of this kind of law.  
UV protection may  
be necessary.**



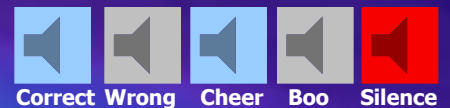
**GO TO  
RESPONSE**

**JEDPARODY**



**What is a  
sunshine law?**

**JEDPARODY**

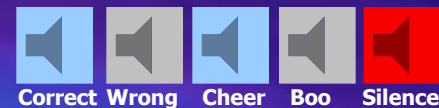


**This portion of a meeting is not open to the public at large.**



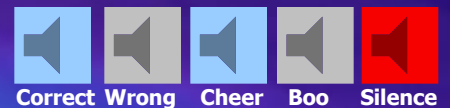
**GO TO RESPONSE**

**JEDPARODY**



**What is a closed meeting?**

**JEDPARODY**

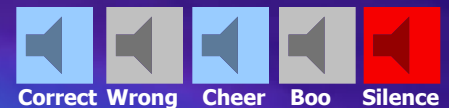


**This type of meeting  
may be held in the  
event of unforeseen  
circumstances and only  
requires the best notice  
practicable under the  
circumstances.**



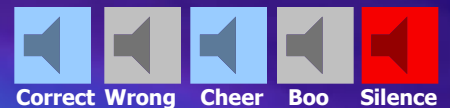
**GO TO  
RESPONSE**

**JEDPARODY**



**What is an  
emergency  
meeting?**

**JEDPARODY**

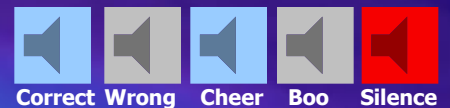


**Chance  
gatherings and  
social gatherings  
do not qualify as  
one of these.**



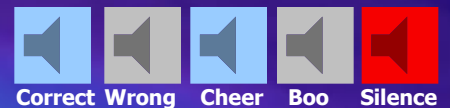
**GO TO  
RESPONSE**

**JEDPARODY**



**What is a  
meeting?**

**JEDPARODY**

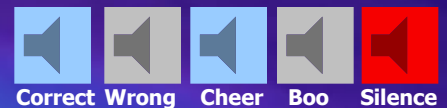


**Typically, an anchor location is required for this type of meeting – one that the pandemic made ubiquitous.**



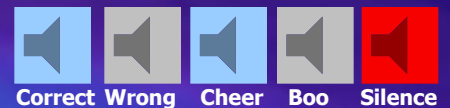
**GO TO RESPONSE**

**JEDPARODY**



**What is an  
electronic  
meeting?**

**JEDPARODY**



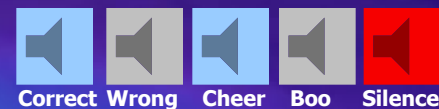
# BONUS: DOUBLE POINTS

The URL of the website used for posting materials related to public meetings.



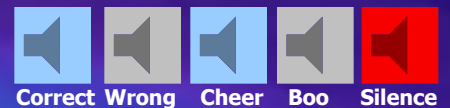
GO TO RESPONSE

**JEDPARODY**



**What is  
utah.gov/pmn/**

**JEPARODY**

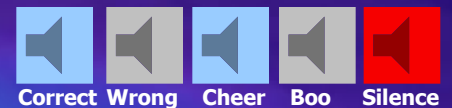


**Recordings and  
minutes of closed  
meetings are  
considered  
“protected” under  
this Utah law.**

Start Timer

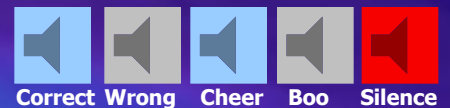
GO TO  
RESPONSE

**JEDPARODY**



# What is GRAMA (Government Records Access & Management Act)?

**JEDPARODY**

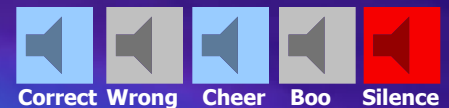


**SITFO can close a meeting for this purpose which is unique to the agency.**



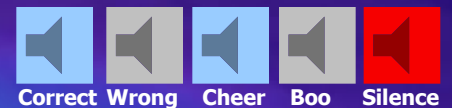
**GO TO RESPONSE**

**JEDPARODY**



**What is to discuss the sale or purchase of identifiable securities, investment funds, or investment contracts?**

**JEDPARODY**

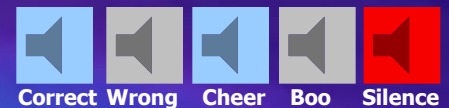


**When conducting  
employee  
performance reviews,  
SITFO often relies on  
this basis for closing  
the meeting.**



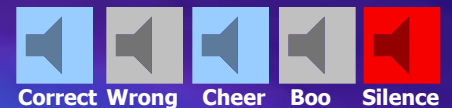
**GO TO  
RESPONSE**

**JEDPARODY**



**What is discussing  
the character or  
professional  
competence of an  
individual?**

**JEDPARODY**

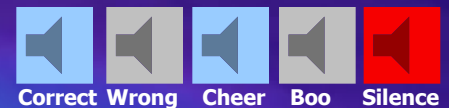


**A motion to enter a closed meeting must be approved by this majority of the trustees when a quorum is present (expressed as a fraction).**



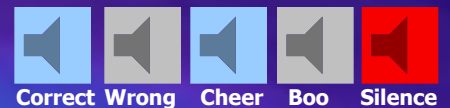
**GO TO  
RESPONSE**

**JEDPARODY**



What is  $2/3$ ?

**JEDPARODY**

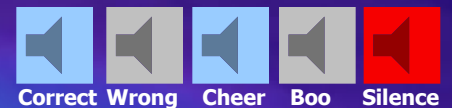


**A recording of a  
closed meeting  
must include this  
information.**

Start Timer

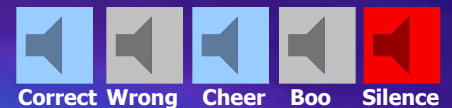
GO TO  
RESPONSE

**JEDPARODY**



**What is date, time,  
place; names of board  
members present and  
absent; names of all  
other persons present?**

**JEDPARODY**

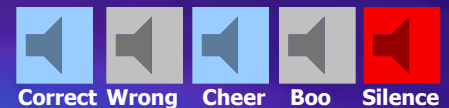


**The name of the  
online portal used for  
posting materials  
related to public  
meetings.**



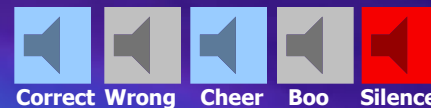
**GO TO  
RESPONSE**

**JEDPARODY**



# What is the Public Notice Website?

**JEDPARODY**

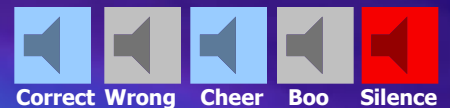


**Approved  
minutes must be  
posted within  
this many days  
after approval.**



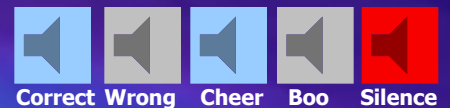
**GO TO  
RESPONSE**

**JEDPARODY**



**What is three  
business days?**

**JEOPARDY!**

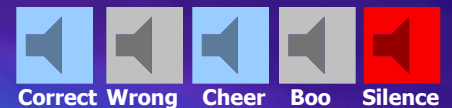


**This is required in  
the minutes when  
an action is taken  
by the board.**



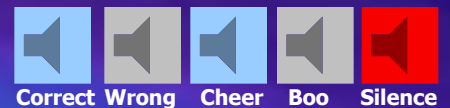
**GO TO  
RESPONSE**

**JEDPARODY**



**What is a record  
by individual  
member of each  
vote taken by the  
trustees?**

**JEDPARODY**

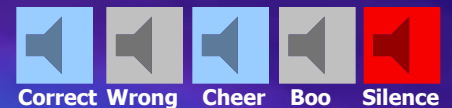


**The number of days  
after a meeting  
within which the  
audio recording  
must be made  
available.**



**GO TO  
RESPONSE**

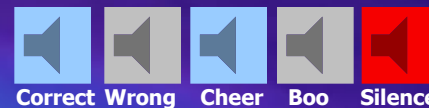
**JEDPARODY**



Correct Wrong Cheer Boo Silence

**What is three  
business days?**

**JEDPARODY**

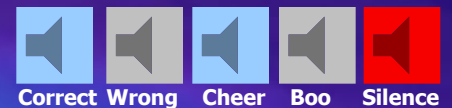


**Pending minutes must  
be made available to  
the public this many  
days after the  
meeting.**



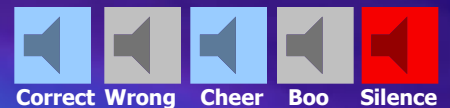
**GO TO  
RESPONSE**

**JEDPARODY**



**What is 30  
days?**

**JEOPARDY**

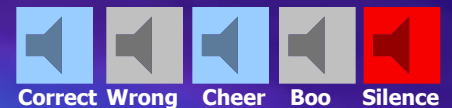


**This must be  
published at  
least 24 hours in  
advance of a  
meeting.**

Start Timer

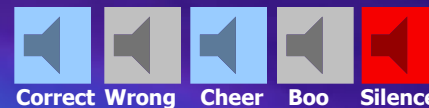
GO TO  
RESPONSE

**JEDPARODY**



**What is an  
agenda?**

**JEDPARODY**

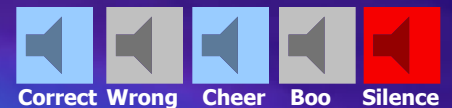


**Public bodies must  
undergo this on an  
annual basis.**

Start Timer

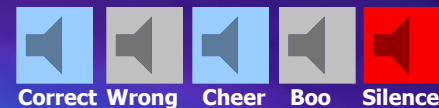
GO TO  
RESPONSE

**JEOPARDY**



# What is OPMA training?

**JEDPARODY**

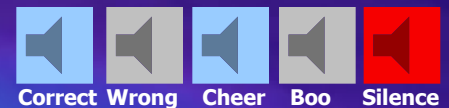


**Willful disruption to the point that orderly conduct of a meeting is seriously compromised allows a public body to take this action.**



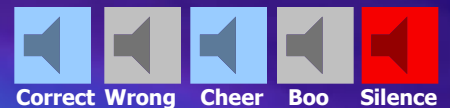
**GO TO  
RESPONSE**

**JEDPARODY**



**What is remove  
one or more  
persons?**

**JEDPARODY**

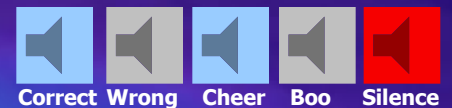


**This is required when  
the board closes a  
meeting to discuss  
the professional  
competence of an  
individual only.**

Start Timer

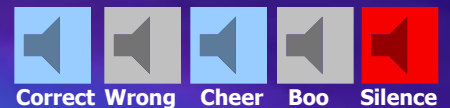
GO TO  
RESPONSE

**JEDPARODY**



**What is a sworn statement by the chair affirming the sole purpose of the closed session?**

**JEDPARODY**

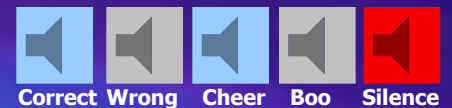


**During meetings,  
members of a public  
body should not  
communicate through  
this means.**

Start Timer

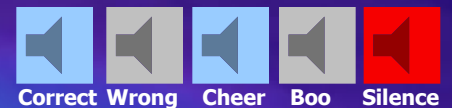
GO TO  
RESPONSE

**JEDPARODY**



**What is electronic  
message  
transmission  
(email, texting,  
etc.)?**

**JEDPARODY**

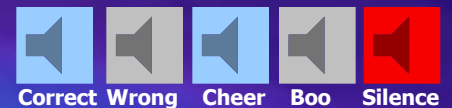


**This cannot take  
place during a  
closed meeting.**

Start Timer

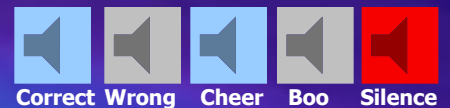
GO TO  
RESPONSE

**JEDPARODY**



**What is take  
action or vote?**

**JEPARODY**

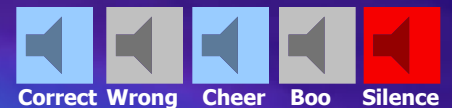


**A public body may,  
but is not required to,  
allow the public to do  
this during a meeting.**

Start Timer

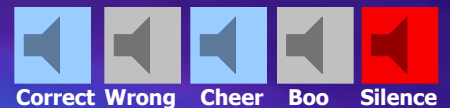
GO TO  
RESPONSE

**JEDPARODY**



**What is make  
comments?**

**JEDPARODY**

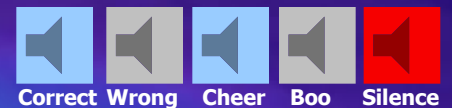


**An OPMA violation  
can sometimes be  
cured if the public  
body does this.**

Start Timer

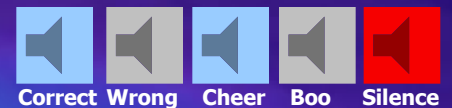
GO TO  
RESPONSE

**JEPARODY**



**What is retake  
the action in a  
subsequent  
meeting?**

**JEDPARODY**



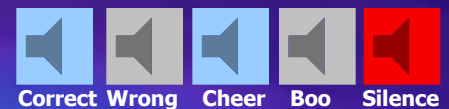
# BONUS: DOUBLE POINTS

An agenda must meet this standard with regards to the level of detail it provides for each item.



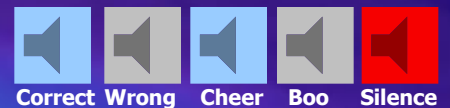
GO TO  
RESPONSE

**JEPARODY**



**What is  
“reasonably  
specific”?**

**JEDPARODY**

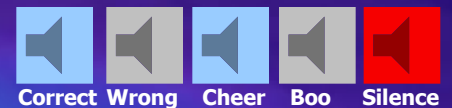


**A party denied a right under OPMA may file a complaint with the district court within this many days following a final action.**

Start Timer

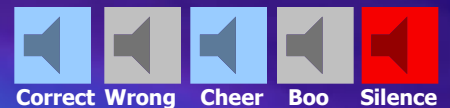
GO TO  
RESPONSE

**JEDPARODY**



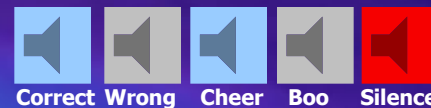
**What is 90 days?**

**JEOPARDY**



# FINAL JEOPARDOY

JEOPARDOY

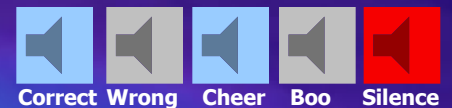


**Members of a  
public body who  
have questions  
about OPMA  
should do this.**

Start Timer

GO TO  
PROMPT  
(RESPONS  
E)

**JEDPARODY**



**What is: ASK THE  
LAWYER!**

**JEDPARODY**

