TENNESSEE GENERAL ASSEMBLY
FISCAL REVIEW COMMITTEE

FISCAL NOTE

HB 1878 - SB 1868

March 7, 2016

SUMMARY OF BILL: Requires all administrative departments of the University of Tennessee at Knoxville (UTK) to conduct meetings in compliance with the state's open meetings law (Tenn. Code Ann. § 8-44-102 et seq.), if such meetings will directly impact current students, alumni, faculty, or staff. Meetings where personal or confidential issues will be discussed shall not be required to be compliant with the open meetings law.

ESTIMATED FISCAL IMPACT:

Increase State Expenditures – Exceeds $220,000/UTK

Assumptions:

- Based on the information provided by UTK, there are 206 administrative departments. The administrative departments at UTK are estimated to have an average of three meetings each day that directly affect students, alumni, faculty, or staff.
- There is an estimated 247 work days each year (excluding 13 mandated state holidays).
- The annual number of meetings that may be deemed a "public meeting" and would fall under the provisions of the bill at UTK is estimated to be 152,646 (206 departments x 3 meetings each day x 247 work days).
- Based on information from UTK, 50 percent of the estimated total number of meetings are currently held in compliance with Tenn. Code Ann. § 8-44-102 et seq.
- An estimated 76,323 (152,646 x 50%) additional meetings will be required to meet the provisions of Tenn. Code Ann. § 8-44-102 et seq.; the requirements of which include, but are not limited to: public notice for each meeting being given; the recording of meeting minutes; and the archiving of meeting minutes.
- Based on information provided by UTK, this bill would require two additional staff positions to manage compliance for all such meetings.
- Based on information from UTK, the annual salary and benefits of a compliance manager are estimated to be $75,000 per year. The annual salary and benefits of a compliance coordinator are estimated to be $45,000 per year. The recurring increase in state expenditures for the two additional positions is estimated to be $120,000 ($75,000 + 45,000).
- In order for UTK to be compliant with the open meetings law pursuant to this bill, it is reasonable to presume that the university will require some additional resources beyond the two estimated positions. Such additional resources would be required for providing

proper public notice in a newspaper or website; printing and providing meeting materials for the public or other staff; for developing and maintaining an electronic or other database to archive all meeting minutes, and for tracking meeting schedules. In addition, there could be a need for even more administrative personnel to record and archive the meeting minutes and for performing other duties related to meetings conducted by specific administrative departments. The extent of such additional resources that would be required is unknown; however, given the extent of meetings (76,323) that would have to become compliant with the open meeting law, the additional recurring increase in state expenditures is reasonably estimated to exceed $100,000 annually.

- The total recurring increase in state expenditures is estimated to exceed $220,000 ($120,000 + $100,000).

CERTIFICATION:

The information contained herein is true and correct to the best of my knowledge.

Krista M. Lee

Krista M. Lee, Executive Director

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