

**Request for the Office of Information Practices' Concurrence
for a Limited Meeting**
(HRS § 92-3.1)

Date: _____

Name of Board: _____
Contact Person: _____ Tel: _____
Fax: _____ Email: _____
Board's Attorney: _____ Tel: _____
Fax: _____ Email: _____
Date of Proposed Limited Meeting: _____
Place/Location of Proposed Limited Meeting: _____

1. Type of Limited Meeting:

- location is dangerous to health or safety of the public
- public attendance is impracticable

2. (Attach relevant portion of draft or adopted minutes.) Board has, after sufficient public deliberation at a prior regular meeting, determined by vote of two-thirds of all voting members that:

- the limited meeting is necessary and the location would be dangerous to the health or safety of the attending public, or
- the on-site inspection is necessary and public attendance is impracticable

The Board has made this determination based upon the following reasons:

3. Notice of the Limited Meeting under HRS § 92-7 (attach agenda):

- was filed on _____
- will be filed by _____

4. Required Videotape of the Limited Meeting:

- will be made
- Board requests a waiver of this requirement because:

CONCURRENCE

The Director of the Office of Information Practices has reviewed the request made for a Limited Meeting and:

- concurs
- does not concur

- waives the videotape requirement

If concurrence is granted above, the Board must:

1. provide notice in accordance with HRS § 92-7;
2. make no decisions at the Limited Meeting;
3. comply with all requirements of HRS § 92-9; and
4. videotape the meeting and make it available at its next regular meeting, unless this requirement is waived above.

Cheryl Kakazu Park
Director