



**Am. Sub. S.B. 78**  
123rd General Assembly  
(As Passed by the General Assembly)

**Sens. Oelslager, Cupp, DiDonato, Mumper, Watts, Hottinger, Brady**

**Reps. Jacobson, Williams, Buehrer, Amstutz, Thomas, Goodman, Jolivette,  
Van Vyven, Tiberi, Mottley, Peterson, Krupinski**

**Effective date: \***

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**ACT SUMMARY**

- Generally grants a person who requests a copy of a public record the option of choosing the medium upon which the copy is to be provided.
- Generally requires a public office or person responsible for public records, upon request, to transmit a copy of a public record by mail and permits the public office or person to charge the person making the request with the cost of postage and other mailing supplies and to require advance payment.
- Generally exempts specified peace officer residential and familial information from compulsory disclosure under the Public Records Law.
- Requires a public office or person responsible for public records to release limited peace officer residential and familial information upon a written request by a journalist stating that the information sought would be in the public interest.
- Restricts the access of certain incarcerated persons to criminal investigation or prosecution records unless such a record is a public record and the judge who imposed the sentence or made the juvenile adjudication with respect to such a person, or the judge's successor, finds

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\* *The Legislative Service Commission had not received formal notification of the effective date at the time this analysis was prepared.*

the information sought to be necessary to support an apparent justiciable claim of the person.

- Conforms certain terminology in the Public Records Law with the definition of "public record."

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## CONTENT AND OPERATION

### Background law

#### "Public record" definition

Continuing law generally defines a "public record" as any "record" (see **COMMENT 1**) that is kept by any "public office" (see **COMMENT 1**), including, but not limited to, state, county, city, village, township, and school district units. "Public record" formerly did not include and continues to not include any of the following: medical records; records pertaining to probation and parole proceedings; records pertaining to "judicial bypass" proceedings under the existing Abortion Notification Law or the existing Abortion Informed Consent Law and to related appeals; records pertaining to adoption proceedings, including the contents of an adoption file maintained by the Department of Health; information in a record contained in the putative father registry; certain other adoption-related records; trial preparation records; confidential law enforcement investigatory records; mediation-related or Civil Rights Commission-related records containing information that is confidential; DNA records stored in the DNA database; inmate records released by the Department of Rehabilitation and Correction (DRC) to the Department of Youth Services (DYS) or a court of record; records maintained by DHS pertaining to children in its custody released by DHS to DRC; intellectual property records; donor profile records; child support-related records maintained by the Department of Human Services; or records the release of which is prohibited by state or federal law. (R.C. 149.43(A)(1).)

#### General right of access to public records

The Public Records Law formerly imposed the following duties upon entities that exercised governmental functions regarding their records: (1) all "public records" (see above) were to be promptly prepared and made available for inspection to any person at all reasonable times during regular business hours, (2) upon request, *a person responsible for public records* (see **COMMENT 2**) was required to make copies available at cost, within a reasonable period of time, and (3) in order to facilitate broader access to public records, *governmental units* were

required to maintain public records in a manner that they could be made available for inspection in accordance with the provisions described above. (R.C. 149.43(B).)

**Remedy for violation of the general right of access to public records**

Under former law, if a person allegedly was aggrieved by the failure of a *governmental unit* to promptly prepare a public record and to make it available to the person for inspection in accordance with the general right of access to public records, or if a person who requested a copy of a public record allegedly was aggrieved by the failure of *a person responsible for the public record* to make a copy available in accordance with the general right of access, the person allegedly aggrieved could commence a mandamus action to obtain a judgment that ordered the *governmental unit* or *the person responsible for the public record* to comply with the general right of access and that awarded reasonable attorney's fees to the person allegedly aggrieved (R.C. 149.43(C)).

**Operation of the act**

**Conformance of terminology**

In the provisions of the Public Records Law that formerly required *governmental units* to maintain public records in a manner that they could be made available for inspection in accordance with the Law and that provided a remedy to a person allegedly aggrieved by a *governmental unit's* failure to promptly prepare a public record and make it available for inspection in accordance with the Law, the act replaces the references to *governmental units* with references to *public offices* (R.C. 149.43(B)(1) and (C)).

Also, the act expands the provisions of the Public Records Law that require *a person responsible for public records*, upon request, to make copies available at cost within a reasonable period of time and that provide a remedy to a person allegedly aggrieved by the failure of *a person responsible for public records* to make a copy available in accordance with the requirement, so that, in addition to applying to the person responsible for the public records, the provisions also impose the duty on *public offices* and also make the remedy available to a person allegedly aggrieved by a *public office's* failure to comply with the duty (R.C. 149.43(B)(1) and (C)).

The above-described changes make the provisions affected parallel the definition of a public record, which generally includes *any record that is kept by any public office* and with the provision of the Public Records Law that requires all *public records* to be made available (*presumably by the public office that*

*maintains them*) for inspection to any person at all reasonable times during regular business hours.

**Peace officer residential and familial information exception**

The act provides an additional exception from the types of records that are considered public records under the Public Records Law. Peace officer residential and familial information also does not constitute a public record under the act (R.C. 149.43(A)(1)(p)). "Peace officer residential and familial information" means information that discloses any of the following (R.C. 149.43(A)(7)):

(1) The address of the actual personal residence of a peace officer, except for the state or political subdivision in which a peace officer resides;

(2) Information compiled from referral to or participation in an employee assistance program;

(3) The Social Security number, the residential telephone number, any bank account, debit card, charge card, or credit card number, or the emergency telephone number of, or any medical information pertaining to, a peace officer;

(4) The name of any beneficiary of employment benefits, including, but not limited to, life insurance benefits, provided to a peace officer by the peace officer's employer;

(5) The identity and amount of any charitable or employment benefit deduction made by the peace officer's employer from the peace officer's compensation unless the amount of the deduction is required by state or federal law;

(6) The name, the residential address, the name of the employer, the address of the employer, the Social Security number, the residential telephone number, any bank account, debit card, charge card, or credit card number, or the emergency telephone number of the spouse, a former spouse, or any child of a peace officer.

A "peace officer" for the purposes of this exception from the Public Records Law has the same meaning as in the Peace Officer Training Commission Law, except that it does not include the sheriff of a county or a supervisory employee who, in the absence of the sheriff, is authorized to stand in for, exercise the authority of, and perform the duties of the sheriff (R.C. 149.43(A)(7); R.C. 109.71--not in, but referred to in, the act).

**Journalist caveat relative to peace officer residential and familial information**

The act provides that, upon written request made and signed by a journalist on or after the act's effective date, a public office, or person responsible for public records, having custody of the records of the agency employing a specified peace officer must disclose to that journalist (1) the address of the actual personal residence of the peace officer and (2) if the peace officer's spouse, former spouse, or child is employed by a public office, the name and address of the employer of the peace officer's spouse, former spouse, or child. Any request by a journalist under this provision is required to include all of the following (R.C. 149.43(B)(5)):

- The journalist's name and title;
- The name and address of the journalist's employer;
- A statement that disclosure of the information sought would be in the public interest.

A "journalist" for the purpose of this provision means a person engaged in, connected with, or employed by any news medium, including a newspaper, magazine, press association, news agency, or wire service, a radio or television station, or a similar medium, for the purpose of gathering, processing, transmitting, compiling, editing, or disseminating information for the general public (R.C. 149.43(B)(5)).

**Choice of medium for copy of public record to be provided**

The act provides that, if any person chooses to obtain a copy of a public record, the public office or person responsible for the record must permit that person to choose to have the record duplicated (1) upon paper, (2) upon the same medium upon which the public office or person responsible keeps the record, or (3) upon any other medium upon which the public office or person responsible determines that the record reasonably can be duplicated as an integral part of normal operations. When the person seeking the copy makes a choice under this provision, the public office or person responsible must provide a copy of the public record in accordance with the choice made by the person seeking the copy. (R.C. 149.43(B)(2).) (See **COMMENT 3.**)

**Mailing of copy of public record**

The act provides that, upon request, a public office or person responsible for public records must transmit a copy of a public record to any person by United States mail within a reasonable time after receiving the request for the copy. The

public office or person responsible may require the person making the request to pay in advance the cost of postage and other supplies used in the mailing. The act permits any public office to adopt a policy and procedures that it will follow in transmitting, within a reasonable period of time after receiving a request, copies of public records by United States mail and specifies that a public office that adopts such a policy and procedures must comply with them in performing its duties. (R.C. 149.43(B)(3).) (See **COMMENT 4**.)

A public office, in adopting its policy and procedures for the mailing of copies of public records, may limit the number of records requested by a person that the office will transmit by United States mail to a maximum of ten per month, unless the person certifies to the office in writing that the person *does not intend* to use or forward the requested records, or the information contained in them, for *commercial purposes*. For the purpose of this potential restriction, "commercial" (1) is defined as profit-seeking production, buying, or selling of any good, service, or other product, (2) is required to be narrowly construed, and (3) *does not include* (a) reporting or gathering news, (b) reporting or gathering information to assist citizen oversight or understanding of the operation or activities of government, or (c) nonprofit educational research. (R.C. 149.43(B)(3) and (E)(2)(c).)

#### **Restrictions on access to public records by incarcerated persons**

A public office or person responsible for public records is not required, under the act, to permit a person who is incarcerated pursuant to a criminal conviction or a juvenile adjudication to *inspect or obtain a copy* of any public record concerning a criminal investigation or prosecution or concerning what would be a criminal investigation or prosecution if the subject of the investigation or prosecution were an adult, unless the request is for the purpose of (1) acquiring information that is subject to release as a public record and (2) the judge who imposed the sentence or made the adjudication with respect to the person, or the judge's successor in office, finds that the information sought in the public record is *necessary to support what appears to be a justiciable claim* of the person (R.C. 149.43(B)(1) and (4)).

#### **Application of the act's provisions**

The act provides that its provisions described under "**Conformance of terminology**," "**Journalist caveat relative to peace officer residential and familial information**," "**Choice of medium for copy of public record to be provided**," "**Mailing of copy of public record**," and "**Restrictions on access to public records by incarcerated persons**," above, apply only to requests for the inspection or copying of public records or releases of information made on or after the act's effective date (Section 3 of the act).

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## COMMENT

1. R.C. 149.011 defines several terms for use in R.C. Chapter 149., including the Public Records Law:

(a) "Public office" includes any "state agency" (see below), public institution, political subdivision, or any other organized body, office, agency, institution, or entity established by Ohio law for the exercise of any function of government.

(b) "State agency" includes every department, bureau, board, commission, office, or other organized body established by the Ohio Constitution or Ohio law for the exercise of any function of state government, including any state-supported institution of higher education, the General Assembly, or any legislative agency, any court or judicial agency, or any political subdivision or agency thereof.

(c) "Records" includes any document, device, or item, regardless of physical form or characteristic, created or received by or coming under the jurisdiction of any public office of the state or its political subdivisions, which serves to document the organization, functions, policies, decisions, procedures, operations, or other activities of the office.

2. Currently, the Revised Code does not define "person who is responsible for public records." The Ohio Supreme Court has stated that, when statutes impose a duty on a particular official to oversee records, that official is the "person responsible" for the records under the Public Records Law. *State, ex rel. Mothers Against Drunk Drivers v. Gosser* (1985), 20 Ohio St.3d 30. It also has held that the Public Records Law applies when a private entity prepares records in order to carry out a public office's responsibilities, the public office can monitor the preparation, and the public office has access to the records for that purpose, and that the public office can be compelled to make the records available. *State, ex rel. Mazzaro v. Ferguson* (1989), 49 Ohio St.3d 37.

3. In interpreting the Public Records Law, the Ohio Supreme Court has held that, if a requested public record is kept on computer tapes (or, presumably, in another form that "adds value" to the utility of the record by organization or compression), and the person who submits the request presents a legitimate reason why a paper copy is insufficient or impracticable and assumes the expense of copying, the public office must allow the person to copy the computerized form. *State ex rel. Margolius v. City of Cleveland, et al.* (1992), 62 Ohio St.3d 456; *State ex rel. The Warren Newspapers, Inc. v. Hutson* (1994), 70 Ohio St.3d 619; also, *A.C.P.O.A. v. City of Athens* (Ct. App., Athens Cty., 1992), 85 Ohio App.3d 129.

However, a person who submits a request for a copy of a public record cannot force the public office to create new information, create a new analysis of existing information, store records in a particular medium, or "reprogram" a computer to produce a particular compilation of information. *Margolius, supra*; *State ex rel. Fant v. Mengel* (1992), 61 Ohio St.3d 455; *State ex rel. Scanlon v. Deters* (1989), 45 Ohio St.3d 376; *State ex rel. Kerner v. State Teachers Retirement Bd.* (1998), 82 Ohio St.3d 273; also, *State ex rel. Kinsley v. Berea Bd. of Education* (Ct. App., Cuyahoga Cty., 1990), 64 Ohio App.3d 659.

Related to this portion of the act, R.C. 9.01 provides that (a) any officer, office, court, commission, board, institution, department, agent, or employee of the state or a political subdivision of the state is authorized to use photostatic, photographic, miniature photographic, film, microfilm, or microphotographic process, or perforated tape, magnetic tape, other magnetic means, electronic data processing, machine readable means, graphic or video display, or any combination thereof to keep records and information, (b) any such photographs, microphotographs, microfilms, or films so used must be placed and kept in conveniently accessible, fireproof, and insulated files, cabinets, or containers, and provisions must be made for preserving, safekeeping, using, examining, exhibiting, projecting, and enlarging the same whenever requested during office hours, and (c) all persons who utilize any of the specified methods for keeping records and information must keep and make readily available to the public the machines and equipment necessary to reproduce the records and information in a readable form.

4. In interpreting the Public Records Law, the Ohio Supreme Court has held that a public office that receives a request for a copy of a public record is under no duty to mail the requested records to the person who submitted the request. *State ex rel Fenley v. Ohio Historical Society* (1992), 64 Ohio St.3d 509; *Nelson v. Fuerst* (1993), 66 Ohio St.3d 47; *State ex rel. Johnson v. Slaby* (1993) 67 Ohio St.3d 572. It also has held that the provision in the law that requires that copies be furnished *at cost* means that they must be furnished for the actual cost involved in making the copy and cannot include any charge for the time that employees of the public office spend making the copies. *Hutson, supra*. In the cited case, the Court held that the policy of a public office to charge \$5 for the first page of copying for each separate file in response to a public records request was invalid, because there was no evidence that the \$5 charge was tied to the actual costs of copying the record.

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## HISTORY

ACTION	DATE	JOURNAL ENTRY
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Introduced	02-18-99	p.	141
Reported, S. Judiciary	05-11-99	pp.	405-406
Passed Senate (33-0)	05-12-99	pp.	421-422
Referred to H. State Gov't	05-18-99	p.	677
Rereferred to H. Rules & Reference	05-20-99	pp.	698-699
Rereferred to H. Ethics & Standards	05-25-99	p.	710
Reported, H. Ethics & Standards	06-23-99	p.	920
Passed House (97-1)	06-24-99	pp.	959-961
Senate concurred in House amendments (33-0)	06-29-99	p.	819

99-SB78.123/jc

