



## Ohio Administrative Code

### Rule 4732-1-01 Board meetings; miscellaneous forms of public notice.

Effective: June 8, 2015

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(A) Any person, including any representative of the news media, may ascertain the time and place of any individual regularly scheduled meeting, as well as the time, place and purpose of any individual special meeting, except in the event of an emergency requiring immediate official action, by:

(1) Sending an email to the board office addressed to [psy.dir@psy.ohio.gov](mailto:psy.dir@psy.ohio.gov) to request placement on an email contact list for advance notification of all meetings. Failure to keep a person's email address updated shall relieve the board of any obligation under this rule, as to advance notice of any type of meeting.

(2) Consulting the website of the state board of psychology [www.psychology.ohio.gov](http://www.psychology.ohio.gov) or by mailing or calling the office of the state board of psychology (present telephone number being (614) 466-8808) during normal business hours, which are from eight a.m. to four-thirty p.m., Monday through Friday, legal holidays excepted. No collect calls will be accepted under any circumstances. The present address is "State Board of Psychology, 77 South High Street - 18th Floor, Columbus, Ohio 43215-6108."

(3) Consulting a binder located in the offices of the board, presently in the "Vern Riffe Center for Government and the Arts, 77 South High Street - 18th Floor, Columbus, Ohio," during normal business hours, which are from eight a.m. to four-thirty p.m., Monday through Friday, legal holidays excepted.

(4) In the event of a special meeting of an emergency nature, the state board of psychology shall immediately notify by email all persons on the email contact list referenced in paragraph (A)(1) of this rule.

(B) The unapproved minutes of a regularly scheduled or special meeting shall be recorded and open to public inspection in the manner provided for in paragraphs (A)(2) and (A)(3) of this rule, within ten business days after their completion. Within ten business days after their approval by the board,



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DOCUMENT #252071

the approved minutes of a regularly scheduled or special meeting shall be substituted for the unapproved minutes, and the approved minutes shall be open for public inspection in the manner provided for in paragraphs (A)(2) and (A)(3) of this rule.