By the Committees on Governmental Oversight and Productivity; Education; and Senator Villalobos

302-2323-02

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A bill to be entitled An act relating to public records and meetings; reenacting and amending section 240.213(4), F.S.; providing that self-insurance programs adopted by the university or college boards of trustees may not sue or be sued and their claims files are exempt from public-disclosure requirements; reenacting and amending s. 240.237, F.S.; providing that certain university and college student records as prescribed by the university and college board of trustees are exempt from public-disclosure requirements; reenacting and amending s. 240.241(2), F.S.; providing that certain records of a division of sponsored research are exempt from public-disclosure requirements; reenacting and amending s. 240.253, F.S.; providing that university and college boards of trustees adopt rules relating to employee records; providing that certain university and college employee records are exempt from public-disclosure requirements; reenacting and amending s. 240.299(5), F.S.; providing that the State Board of Education receive an annual audit report; providing that the State Board of Education may request certain records; providing that the State Board of Education and the university and college boards of trustees may request supplemental data; providing that certain organization records and donor identities are exempt from public-disclosure

1 requirements; reenacting and amending s. 2 240.323, F.S.; providing that the State Board 3 of Education adopt rules relating to student records; providing that certain community 4 5 college student records are exempt from 6 public-disclosure requirements; reenacting and 7 amending s. 240.331(6), F.S.; providing for 8 receipt of audit report by State Board of 9 Education; providing that certain community 10 college direct support organization records are 11 exempt from public-disclosure requirements; reenacting s. 240.3315(6), F.S., relating to 12 13 exemptions for certain donor identities from public-disclosure requirements; reenacting and 14 15 amending s. 240.337, F.S.; providing that the State Board of Education adopt rules relating 16 17 to employee records; providing that certain community college employee records are exempt 18 19 from public-disclosure requirements; reenacting 20 and amending s. 240.512(8) and (9), F.S.; providing that the State Board of Education 21 22 must be given access to all proprietary confidential business information; providing 23 24 certain records and meetings of the H. Lee Moffitt Cancer Center and Research Institute 25 and its not-for-profit subsidiaries are exempt 26 27 from public-disclosure and public-meetings 28 requirements; reenacting and amending s. 29 240.551(14) and (22)(c), F.S.; relating to an exemption for identities of certain purchasers, 30 beneficiaries, and donors, and their account 31

records from public-disclosure requirements; reenacting s. 240.554, F.S., relating to exemptions from public-disclosure requirements for certain account information of the Florida College Savings Program; reenacting and amending s. 240.711(2)(h), F.S.; conforming a cross-reference; providing for exemption from public-disclosure requirements for certain donor identities; providing findings of public necessity; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

 Section 1. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, subsection (4) of section 240.213, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that subsection is reenacted and amended to read:

240.213 Board authorized to secure liability insurance.--

(4) No self-insurance program adopted by the university or college board of trustees Board of Regents may sue or be sued. The Board of Regents shall pay, out of the assets of a trust fund established pursuant to this section, any claim or judgment for which the self-insurance trust funds were created and which is rendered against the board. The claims files of any such program are privileged and confidential, exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution, and are only for the use of the program in fulfilling its duties. Any

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self-insurance trust fund and revenues generated by that fund shall only be used to pay claims and administration expenses.

Section 2. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, section 240.237, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that section is reenacted and amended to read:

240.237 Student records. -- The university and college boards of trustees may prescribe the content and custody of records and reports which the university or college may maintain on its students. Such records are confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution, and are open to inspection only as provided in s. 228.093.

Section 3. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, subsection (2) of section 240.241, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that subsection is reenacted and amended to read:

240.241 Divisions of sponsored research at state universities.--

(2) The university shall set such policies to regulate the activities of the divisions of sponsored research as it may consider necessary to effectuate the purposes of this act and to administer the research programs in a manner which assures efficiency and effectiveness, producing the maximum benefit for the educational programs and maximum service to the state. To this end, materials that relate to methods of manufacture or production, potential trade secrets, potentially patentable material, actual trade secrets, business transactions, or proprietary information received, 31 generated, ascertained, or discovered during the course of

 research conducted within the state universities shall be confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution, except that a division of sponsored research shall make available upon request the title and description of a research project, the name of the researcher, and the amount and source of funding provided for such project.

Section 4. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, section 240.253, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that section is reenacted and amended to read:

240.253 Personnel records.--

- (1) Each university <u>and college board of trustees</u> shall adopt rules prescribing the content and custody of limited-access records that the university <u>or college</u> may maintain on its employees. Such limited-access records are confidential and exempt from the provisions of s. 119.07(1) <u>and s. 24(a)</u>, <u>Art. I of the State Constitution</u>. Such records are limited to the following:
- (a) Records containing information reflecting academic evaluations of employee performance shall be open to inspection only by the employee and by officials of the university or college responsible for supervision of the employee.
- (b) Records maintained for the purposes of any investigation of employee misconduct, including but not limited to a complaint against an employee and all information obtained pursuant to the investigation of such complaint, shall be confidential until the investigation ceases to be active or until the university or college provides written

notice to the employee who is the subject of the complaint that the university or college has either:

- 1. Concluded the investigation with a finding not to proceed with disciplinary action;
- 2. Concluded the investigation with a finding to proceed with disciplinary action; or
 - 3. Issued a letter of discipline.

For the purpose of this paragraph, an investigation shall be considered active as long as it is continuing with a reasonable, good-faith good faith anticipation that a finding will be made in the foreseeable future. An investigation shall be presumed to be inactive if no finding is made within 90 days after the complaint is filed.

- (c) Records maintained for the purposes of any disciplinary proceeding brought against an employee shall be confidential until a final decision is made in the proceeding. The record of any disciplinary proceeding, including any evidence presented, shall be open to inspection by the employee at all times.
- (d) Records maintained for the purposes of any grievance proceeding brought by an employee for enforcement of a collective bargaining agreement or contract shall be confidential and shall be open to inspection only by the employee and by officials of the university or college conducting the grievance proceeding until a final decision is made in the proceeding.
- (2) Notwithstanding the foregoing, any records or portions thereof which are otherwise confidential by law shall continue to be exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution. In addition, for

sexual harassment investigations, portions of such records
which identify the complainant, a witness, or information
which could reasonably lead to the identification of the
complainant or a witness are limited-access records.

(3) Except as required for use by the president in

- (3) Except as required for use by the president in the discharge of his or her official responsibilities, the custodian of limited-access records may release information from such records only upon authorization in writing from the employee or upon order of a court of competent jurisdiction.
- (4) Notwithstanding the provisions of subsection (1), records comprising the common core items contained in the State University System Student Assessment of Instruction instrument may not be prescribed as limited-access records.
- (5) This act shall apply to records created after July 1, 1995.

Section 5. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, subsection (5) of section 240.299, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that subsection is reenacted and amended to read:

240.299 Direct-support organizations; use of property; board of directors; activities; audit; facilities.--

(5) ANNUAL AUDIT.--Each direct-support organization shall provide for an annual financial audit of its accounts and records to be conducted by an independent certified public accountant in accordance with rules adopted by the Auditor General pursuant to s. 11.45(8) and by the Board of Regents. The annual audit report shall be submitted, within 9 months after the end of the fiscal year, to the Auditor General and the State Board of Education Board of Regents for review. The State Board of Education, the university and college boards of

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trustees Board of Regents, the Auditor General, and the Office of Program Policy Analysis and Government Accountability shall 3 have the authority to require and receive from the organization or from its independent auditor any records 4 5 relative to the operation of the organization. The identity of 6 donors who desire to remain anonymous shall be protected, and 7 that anonymity shall be maintained in the auditor's report. All records of the organization other than the auditor's 8 9 report, management letter, and any supplemental data requested by the State Board of Education, the university and college 10 11 boards of trustees Board of Regents, the Auditor General, and the Office of Program Policy Analysis and Government 12 13 Accountability shall be confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State 14 15 Constitution.

Section 6. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, section 240.323, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that section is reenacted and amended to read:

240.323 Student records. -- Rules of the State Board of Education Community Colleges may prescribe the content and custody of records and reports which a community college may maintain on its students. Such records are confidential and exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution, and are open to inspection only as provided in s. 228.093.

Section 7. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, subsection (6) of section 240.331, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that subsection is 31 reenacted and amended to read:

1 240.331 Community college direct-support 2 organizations. --3 (6) ANNUAL AUDIT. -- Each direct-support organization shall provide for an annual financial audit in accordance with 4 5 rules adopted by the Auditor General pursuant to s. 11.45(8). 6 The annual audit report must be submitted, within 9 months 7 after the end of the fiscal year, to the Auditor General, the State Board of Education Community Colleges, and the board of 9 trustees for review. The board of trustees, the Auditor 10 General, and the Office of Program Policy Analysis and 11 Government Accountability may require and receive from the organization or from its independent auditor any detail or 12 supplemental data relative to the operation of the 13 organization. The identity of donors who desire to remain 14 anonymous shall be protected, and that anonymity shall be 15 maintained in the auditor's report. All records of the 16 17 organization, other than the auditor's report, any information 18 necessary for the auditor's report, any information related to 19 the expenditure of funds, and any supplemental data requested by the board of trustees, the Auditor General, and the Office 20 21 of Program Policy Analysis and Government Accountability, shall be confidential and exempt from the provisions of s. 22 119.07(1) and s. 24(a), Art. I of the State Constitution. 23 24 Section 8. Notwithstanding subsection (7) of section 3 25 of chapter 2000-321, Laws of Florida, subsection (6) of section 240.3315, Florida Statutes, is not repealed on January 26 7, 2003, as provided in that act, but that subsection is 27 28 reenacted to read: 29 240.3315 Statewide community college direct-support organizations.--30

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(6) ANNUAL AUDIT.--A statewide community college direct-support organization shall provide for an annual financial audit in accordance with s. 240.331. The identity of a donor or prospective donor who desires to remain anonymous and all information identifying such donor or prospective donor are confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution. Such anonymity shall be maintained in the auditor's report.

Section 9. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, section 240.337, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that section is reenacted and amended to read:

240.337 Records of personnel.--Rules of the State Board of Education Community Colleges shall prescribe the content and custody of limited-access records which a community college may maintain on its employees. Such records shall be limited to information reflecting evaluations of employee performance and shall be open to inspection only by the employee and by officials of the community college who are responsible for supervision of the employee. Such limited access employee records are confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution. Except as required for use by the president in the discharge of his or her official responsibilities, the custodian of limited access employee records may release information from such records only upon authorization in writing from the employee or the president or upon order of a court of competent jurisdiction.

Section 10. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, subsections (8) and (9) of section 240.512, Florida Statutes, are not repealed on

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30 31 January 7, 2003, as provided in that act, but those subsections (8) and (9) are reenacted and amended to read:

240.512 H. Lee Moffitt Cancer Center and Research Institute.--There is established the H. Lee Moffitt Cancer Center and Research Institute at the University of South Florida.

- (8)(a) Records of the not-for-profit corporation and of its subsidiaries are public records unless made confidential or exempt by law.
- (b) Proprietary confidential business information is confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution. However, the Auditor General, the Office of Program Policy Analysis and Government Accountability, and the State Board of Education Regents, pursuant to their oversight and auditing functions, must be given access to all proprietary confidential business information upon request and without subpoena and must maintain the confidentiality of information so received. As used in this paragraph, the term "proprietary confidential business information" means information, regardless of its form or characteristics, which is owned or controlled by the not-for-profit corporation or its subsidiaries; is intended to be and is treated by the not-for-profit corporation or its subsidiaries as private and the disclosure of which would harm the business operations of the not-for-profit corporation or its subsidiaries; has not been intentionally disclosed by the corporation or its subsidiaries unless pursuant to law, an order of a court or administrative body, a legislative proceeding pursuant to s. 5, Art. III of the State Constitution, or a private agreement that provides that the

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27 28 information may be released to the public; and which is information concerning:

- Internal auditing controls and reports of internal auditors;
- Matters reasonably encompassed in privileged attorney-client communications;
- 3. Contracts for managed-care arrangements, including preferred provider organization contracts, health maintenance organization contracts, and exclusive provider organization contracts, and any documents directly relating to the negotiation, performance, and implementation of any such contracts for managed-care arrangements;
- 4. Bids or other contractual data, banking records, and credit agreements the disclosure of which would impair the efforts of the not-for-profit corporation or its subsidiaries to contract for goods or services on favorable terms;
- Information relating to private contractual data, the disclosure of which would impair the competitive interest of the provider of the information;
- 6. Corporate officer and employee personnel information;
- 7. Information relating to the proceedings and records of credentialing panels and committees and of the governing board of the not-for-profit corporation or its subsidiaries relating to credentialing;
- 8. Minutes of meetings of the governing board of the not-for-profit corporation and its subsidiaries, except minutes of meetings open to the public pursuant to subsection (9);

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- Information that reveals plans for marketing services that the corporation or its subsidiaries reasonably expect to be provided by competitors;
- 10. Trade secrets as defined in s. 688.002, including reimbursement methodologies or rates; or
- The identity of donors or prospective donors of property who wish to remain anonymous or any information identifying such donors or prospective donors. The anonymity of these donors or prospective donors must be maintained in the auditor's report.

As used in this paragraph, the term "managed care" means

their agents to affect access to and control payment for health care services. Managed-care techniques most often include one or more of the following: prior, concurrent, and retrospective review of the medical necessity and appropriateness of services or site of services; contracts with selected health care providers; financial incentives or

systems or techniques generally used by third-party payors or

- disincentives related to the use of specific providers, services, or service sites; controlled access to and coordination of services by a case manager; and payor efforts
- to identify treatment alternatives and modify benefit restrictions for high-cost patient care.
- (9) Meetings of the governing board of the not-for-profit corporation and meetings of the subsidiaries of the not-for-profit corporation at which the expenditure of dollars appropriated to the not-for-profit corporation by the state are discussed or reported must remain open to the public in accordance with s. 286.011 and s. 24(b), Art. I of the 31 State Constitution, unless made confidential or exempt by law.

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Other meetings of the governing board of the not-for-profit corporation and of the subsidiaries of the not-for-profit corporation are exempt from s. 286.011 and s. 24(b), Art. I of the State Constitution.

Section 11. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, subsection (14) and paragraph (c) of subsection (22) of section 240.551, Florida Statutes, are not repealed on January 7, 2003, as provided in that act, but subsection (14) and paragraph (c) of subsection (22) of section 240.551, Florida Statutes, are reenacted and amended to read:

240.551 Florida Prepaid College Program. --

(14) CONFIDENTIALITY OF ACCOUNT

INFORMATION. -- Information that identifies the purchasers or beneficiaries of any plan promulgated under this section and their advance payment account activities is exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution. However, the board may authorize the program's records administrator to release such information to a community college, college, or university in which a beneficiary may enroll or is enrolled. Community colleges, colleges, and universities shall maintain such information as exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

- (22) DIRECT-SUPPORT ORGANIZATION; AUTHORITY. --
- (c) The identity of donors who desire to remain anonymous shall be confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution, and such anonymity shall be maintained in the auditor's report. Information received by the organization 31 that is otherwise confidential or exempt by law shall retain

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30 31 such status. Any sensitive, personal information regarding contract beneficiaries, including their identities, is exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

Section 12. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, section 240.554, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but is reenacted to read:

240.554 Florida College Savings Program; confidentiality of account information .-- Information that identifies the benefactors or the designated beneficiary of any account initiated under s. 240.553 and information regarding individual account activities conducted through the program established in s. 240.553 are confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution. However, the board may authorize the release of such information to a community college, college, or university in which a designated beneficiary may enroll or is enrolled. Community colleges, colleges, and universities shall maintain the confidentiality of such information. This section is subject to the Open Government Sunset Review Act of 1995 in accordance with s. 119.15, and shall stand repealed on October 2, 2005, unless reviewed and saved from repeal through reenactment by the Legislature.

Section 13. Notwithstanding subsection (7) of section 3 of chapter 2000-321, Laws of Florida, paragraph (h) of subsection (2) of section 240.711, Florida Statutes, is not repealed on January 7, 2003, as provided in that act, but that paragraph is reenacted and amended to read:

240.711 Ringling Center for Cultural Arts.-(2)

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(h) The John and Mable Ringling Museum of Art direct-support organization shall provide for an annual financial audit in accordance with s. 240.299(5)s. 240.299(4). Florida State University is authorized to require and receive from the direct-support organization, or from its independent auditor, any detail or supplemental data relative to the operation of such organization. Information that, if released, would identify donors who desire to remain anonymous, is confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution. Information that, if released, would identify prospective donors is confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution, when the direct-support organization has identified the prospective donor itself and has not obtained the name of the prospective donor by copying, purchasing, or borrowing names from another organization or source. Identities of such donors and prospective donors shall not be revealed in the auditor's report.

Section 14. (1) The Legislature finds it is a public necessity to exempt the claims files of self-insurance programs under section 240.213, Florida Statutes, from disclosure because the disclosure of confidential business information would injure the affected entity in the marketplace by reducing its business advantage by providing competitors and claimants with detailed insight into the management of claims.

(2) The Legislature finds it is a public necessity to exempt certain student records under sections 240.237 and 240.323, Florida Statutes, from disclosure because the confidential information is of a sensitive personal nature.

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The exemption is necessary to protect student safety and a student's expectation of privacy. The records are open to inspection only as provided in section 228.093, Florida Statutes.

- (3) The Legislature finds it is a public necessity to exempt certain employee records under sections 240.253 and 240.337, Florida Statutes, from disclosure because the confidential information is of a sensitive personal nature. The exemption is necessary to protect employee safety and to protect an employee's expectation of privacy.
- (4) The Legislature finds it is a public necessity to exempt certain materials related to methods of manufacture and production, potential and actual trade secrets, potentially patentable material, business transactions, and proprietary information under section 240.241(2), Florida Statutes, from disclosure because the business advantage would be reduced by allowing competitors with detailed insights into the research conducted by the university, injuring the university in the marketplace if disclosed. Disclosure would impair the administrative effectiveness and efficiency of a government program because certain entities would not cooperate with the university for fear that their work product would be disclosed. A division of sponsored research shall make available upon request the title and description of a research project, the name of the researcher, and the amount and source of the funding provided for such project.
- (5) The Legislature finds it is a public necessity to exempt donor and prospective donor identities under sections 240.299(5), 240.331(6), 240.3315(6), 240.551(22)(c), and 240.711(2)(h), Florida Statutes, from disclosure to protect confidential information of a sensitive personal nature. The

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exemption is necessary to protect the donor's expectation of privacy.

- exempt all records of a direct-support organization, under sections 240.299(5) and 240.311(6), Florida Statutes, other than the auditor's report, management letter, and supplemental data requested by certain governmental entities, from disclosure to protect a business advantage over competitors. Disclosure would provide competitors with detailed insights into the financial status and strategic plans of the direct-support organization thereby impairing the business advantage and causing injury to the direct-support organization in the marketplace.
- (7) The Legislature finds it is a public necessity to exempt proprietary confidential business information of the not-for-profit corporation and its subsidiaries under section 240.512(8), Florida Statutes, from disclosure to protect a business advantage over competitors. Disclosure would provide competitors with detailed insight into the research conducted by the cancer center thereby diminishing the business advantage and causing injury in the marketplace. The Legislature finds it is a public necessity to exempt the meetings of the governing board of the not-for-profit corporation and its subsidiaries from disclosure. Providing open meetings for the not-for-profit corporation and its subsidiaries would provide competitors with detailed insight into the status of research conducted by the cancer center thereby diminishing the business advantage and causing injury to the cancer center in the marketplace. The meeting of the not-for-profit corporation and its subsidiaries at which the expenditure of dollars appropriated to the not-for-profit

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    corporation and its subsidiaries by the state are discussed or
    reported must remain open to the public in accordance with
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    section 286.011, Florida Statutes, and Section 24(b), Article
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                 The Legislature finds it is a public necessity to
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    exempt information that identifies the purchasers or
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    activities under sections 240.551(14) and 240.554, Florida
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    of a sensitive personal nature. The exemption is necessary to
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    The records identifying the purchasers, beneficiaries, and
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    community college, college, or university in which a
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    beneficiary may enroll or is enrolled, provided that the
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    community colleges, colleges, and universities shall maintain
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    such information as exempt from section 119.07(1), Florida
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    Statutes, and Section 24(a), Article I of the State
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    Constitution.
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             Section 15. This act shall take effect January 7,
    2003.
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              STATEMENT OF SUBSTANTIAL CHANGES CONTAINED IN
                          COMMITTEE SUBSTITUTE FOR CS/SB 1562
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    Removes two exemptions from bill.
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    Removes s. 240.2996, F.S., which expands an exemption for university health services support organizations by adding community college health services support organizations.
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    Removes section creating s. 246.1112, F.S., which creates an exemption for certain investigatory and complaint records.
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    Removes language avoiding review of remaining exemptions in bill under s. 119.15, F.S.
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