

This is an amendment to 1.13.1 NMAC, Section 9, effective September 15, 2009.

1.13.1.9 NOTICE REQUIREMENTS: All meetings shall be held at the times and places indicated in the meeting notice.

A. Regular meetings. Notice requirements for any regular meeting as described in Subsection A of 1.13.1.8 NMAC shall be met if notice is given at least ten days in advance of the meeting. The notice shall include the date, time and place of the meeting and information about how to obtain copies of the agenda.

(1) Notices of regular meetings shall be published in at least one newspaper of general circulation and in the New Mexico register and posted at the New Mexico state records center and archives in Santa Fe, NM.

(2) Notices shall also be mailed to those broadcast stations licensed by the federal communications commission and those newspapers of general circulation that have made a written request for notices of public meetings.

B. Special and emergency meetings. Notice requirements for any special or emergency meeting as described Subsections B and C of 1.13.1.8 NMAC shall be met if notice is given at least three days in advance of any special, non-emergency meeting and 24 hours in advance of [the] any emergency meeting, unless in the case of an emergency meeting, threat of personal injury or property damage requires less notice. The notice shall include the date, time and place of the meeting and information about how to obtain copies of the agenda.

(1) Notices of special or emergency meetings shall be provided by telephone to at least one newspaper of general circulation and posted at the New Mexico state records center and archives in Santa Fe, NM.

(2) Notices shall also be provided by telephone to those broadcast stations licensed by the federal communications commission and those newspapers of general circulation that have made a written request for notices of public meetings.

C. In addition to the other information specified in this section (1.13.1.9 NMAC), all notices shall include language providing information about whom an individual with a disability and in need of a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service may contact to obtain such aid or service. The notices shall further direct the individual with the disability to contact the named person at least one week prior to the meeting or as soon as possible. The notice shall also state that public documents, including the agenda and minutes, can be provided in various accessible formats and shall provide the name and telephone number of the person to contact for a summary or other accessible format.

[1.13.1.9 NMAC - N, 05/30/03; A, 09/15/09]