

Wisconsin Partnership Program Open Meetings and Public Records Policy

BACKGROUND

The Wisconsin Partnership Program (WPP), including the Oversight and Advisory Committee (OAC) and the Partnership Education and Research Committee (PERC) and their respective subcommittees, refers and adheres to the UW System's general counsel guidance on Wisconsin's Open Meetings and Public Records Laws. Questions by WPP staff on open meetings and public records are directed to the UW-Madison Office of Legal Affairs.

DEFINITIONS

Open Meetings*: The Wisconsin open meetings law provides that all meetings of governmental bodies shall be preceded by public notice and shall be publicly held in places reasonably accessible to all. At any meeting of a governmental body, all discussion shall be held and all action of any kind, formal or informal, shall be initiated, deliberated upon and acted upon only in open session, unless a closed session is specifically authorized by the statute.

Public Records*: The Wisconsin public records law provides that any requester may request access to any record that is not specifically excepted by some provision of state or federal law. The law specifically declares that it is the public policy of this state that all persons are entitled to the greatest possible information regarding the affairs of government and the official acts of those officers and employees who represent them.

* Source: UW-Madison Office of Legal Affairs website

POLICY

Meetings of the WPP's OAC and PERC and their respective subcommittees are open to the public and are held in accordance with the Wisconsin Open Meetings Law. Agendas and minutes are posted on the [WPP website](#) and in designated public areas.

Records requests should be submitted to the university through the [UW-Madison Public Records Portal](#), so they are placed in queue for analysis and processing. The Public Records Office works with the Office of Legal Affairs to analyze the request, review the responsive records and respond to the requester. The WPP Administrative Manager will serve as the Partnership Program's liaison to the Public Records Office.

Please refer to the [UW-Madison Office of Compliance website](#) for additional information on the Wisconsin public records law.

Open Meetings and Public Records Notice (for WPP website)

As directed by the Order of the Commissioner of Insurance, the Partnership Program conducts its operations and processes in accordance with the state's Open Meetings and Public Records Laws.

Meetings of the Oversight and Advisory Committee (OAC) and the Partnership Education and Research Committee (PERC) and their subcommittees are open to the public. [Agendas and minutes](#) are posted on the Partnership Program website. Agendas are also posted in designated public areas.

Public records requests should be submitted through the [UW-Madison Public Records Portal](#).