

# WEST VIRGINIA LEGISLATURE

## 2017 REGULAR SESSION

**Introduced**

### **House Bill 2446**

BY DELEGATES HOWELL, ARVON, ATKINSON, BLAIR,

HAMRICK, HARTMAN, LYNCH AND FERRO

[Introduced February 14, 2017; Referred  
to the Committee on Government Organization.]

**FISCAL  
NOTE**

**INTERIM  
BILL**

1 A BILL to amend the Code of West Virginia, 1931, as amended, by adding thereto a new  
 2 section, designated §5F-1-5, relating to the requirement that all executive branch  
 3 agencies maintain a website that contains specific information.

*Be it enacted by the Legislature of West Virginia:*

1 That the Code of West Virginia, 1931, as amended, be amended by adding thereto a new  
 2 section, designated §5F-1-5, to read as follows:

**ARTICLE 1. GENERAL PROVISIONS**

**§5F-1-5. Website content and required information.**

1 Beginning December 31, 2017, each agency shall maintain a website that provides the  
 2 following information:

3 (1) The office contact information, including office location and mailing address, telephone  
 4 number, facsimile number, office hours and electronic mail address;

5 (2) The contact information of each staff member, including office location and mailing  
 6 address, office telephone number, facsimile number and electronic mail address;

7 (3) Organizational chart;

8 (4) Administrative agency officials;

9 (5) A list of governing statutes and legislative and procedural rules;

10 (6) Meeting minutes;

11 (7) Annual reports;

12 (8) All agency forms, including application forms, complaint forms and instructions; and

13 (9) Frequently asked questions and descriptive answers.

NOTE: This purpose of this bill is to require executive branch agencies to maintain a website that contains certain information.

This section is new, therefore it has been completely underscored.

This bill is recommended by the by the Joint Standing Committee on Government Organization for introduction and passage during the 2017 Regular Session.