



## OFFICE OF THE CITY CLERK

KAREEMAH FOWLER, CITY CLERK

### PRESS RELEASE

March 3, 2016

**CONTACT:**

Kareemah Fowler, (574) 235-9221  
[kfowler@southbendin.gov](mailto:kfowler@southbendin.gov)

FOR IMMEDIATE RELEASE

---

## BOARDS, COMMISSIONS & STANDING COMMITTEE FORMAL ORIENTATION

The South Bend Common Council and City Clerk Fowler are collaborating to offer a Formal Orientation to all volunteer members of City Boards, Commissions, and Council Standing Committees. The orientation will focus on legal requirements that each body is accountable to, including: Indiana Open Door Law, Access to Public Records Act, and other requirements pursuant to Indiana State Law.

City Boards, Commissions, and Council Standing Committee volunteers play a vital role in sustaining the integrity of the public process. Not only that, their contribution ensures that the “voice of people” is considered in local policy making. The formal orientation is an effort to not only reiterate the importance of the oath of Appointees/Citizen Members to uphold the law in their decision making processes, but also to educate them on applying those state laws to protect the City and Appointees/Citizen Members from potential litigation.

The formal orientation will be held on Monday, March 6, 2017 beginning at 5:00 p.m. and partially conducted by State Public Access Counselor Luke Britt.

###

455 County-City Building • 227 W. Jefferson Boulevard • South Bend, Indiana 46601  
Phone 574-235-9221 • Fax 574-235-9173 • TDD 574-235-5567 • [www.SouthBendIN.gov](http://www.SouthBendIN.gov)

JENNIFER M. COFFMAN  
CHIEF DEPUTY/ DIRECTOR OF  
OPERATIONS

ALKEYNA M. ALDRIDGE  
DEPUTY/ DIRECTOR OF POLICY

JOSEPH R. MOLNAR  
ORDINANCE VIOLATION CLERK