Broadcasting Board of Governors

§ 507.8

to the public, and the name and phone number of the official designated by
the Board to respond to requests for in-
formation about the meeting. Such an-
nouncement shall be made unless a ma-
jority of the members of the Board de-
termine by a recorded vote that such
meeting must be called at an earlier
date, in which case the Board shall
make public announcement of the
time, place, subject matter of such
meeting and whether it is open or
closed to the public, at the earliest
practical time.

(b) Immediately following the public
announcement, the Board will publish
it in the FEDERAL REGISTER.

§ 507.6 Procedures for closing meet-
ings.

(a) The closing of a meeting shall
occur only when:

(1) A majority of the membership of
the Board votes to take such action. A
separate vote of the Board members
shall be taken with respect to each
Board meeting, a portion or portions of
which are proposed to be closed to the
public pursuant to § 507.4, or with re-
spect to any information which is pro-
posed to be withheld under § 507.4. A
single vote may be taken with respect
to a series of meetings, a portion or
portions of which are proposed to be
closed to the public, or with respect to
any information concerning such series
of meetings, so long as each meeting in
such series involves the same par-
ticular matters and is scheduled to be
held not more than thirty days after
the initial meeting in such series. The
vote of each Board member participat-
ing in such vote shall be recorded
and no proxies shall be allowed.

(2) Whenever any person whose inter-
est may be directly affected by a por-
tion of the meeting requests that the
Board close such a portion to the pub-
lic for any of the reasons referred to in
§ 507.4 (e), (f) or (g), the Board, upon re-
quest of any of its Board members,
shall take a recorded vote, whether to
close such portion of the meeting.

(b) Within one day of any vote taken,
the Board shall make publicly avail-
able a written copy of such vote re-
reflecting the vote of each member on
the question and full written expla-
nation of its action closing the entire
or portion of the meeting together with
a list of all persons expected to attend
the meeting and their affiliation.

(c) The Board shall announce the
time, place and subject matter of the
meeting at least eight (8) days before
the meeting.

(d) For every closed meeting, the
Board’s Legal Counsel shall publicly
 certify that, in his or her opinion, the
meeting may be closed to the public
and shall state each relevant exemp-
tive provision. A copy of such certifi-
cation, together with a statement from
the presiding officer of the meeting
setting forth the time and place of the
meeting, and the persons present, shall
be retained by the Board.

§ 507.7 Reconsideration of opening or
closing a meeting.

The time or place of a Board meeting
may be changed following the public
announcement only if the Board pub-
clicly announces such change at the ear-
liest practicable time. The subject
matter of a meeting, or the determina-
tion of the agency to open or close a
meeting, or a portion of a meeting, to
the public, may be changed following
the public announcement only if a ma-
jority of the Board members deter-
mines by a recorded vote that Board
business so requires and that no earlier
announcement of the change was pos-
sible, and the Board publicly an-
nounces such change and the vote of
each member upon such change at the
earliest practicable time.

§ 507.8 Recording keeping of closed
meetings.

(a) The Board shall maintain an elec-
tronic recording of the proceedings of
each meeting, or portion of a meeting,
closed to the public.

(b) The Board, after review by the
Chairman, shall make promptly avail-
able to the public in a place easily ac-
cessible to the public, a complete tran-
script or electronic record of the dis-
cussion of any item on the agenda, or
any item of testimony of any witness
received at the Board meeting, except
for such item or items of such discus-
sion or testimony as the Board deter-
mines to contain information which
may be withheld under § 507.4. Copies of
such record, disclosing the identity of
each speaker, shall be furnished to any person at the actual cost of duplication. The Board shall maintain a complete transcript or electronic copy of each meeting, or portion of a meeting, closed to the public, for a period of at least two years after such meeting, or until one year after the conclusion of any Board proceeding with respect to which the meeting or portion was held, whichever occurs later.

PART 510—SERVICE OF PROCESS


§ 510.1 Service of process.

(a) The General Counsel of the Broadcasting Board of Governors or any of his/her designees shall act as agent for the receipt of legal process against the Broadcasting Board of Governors, as well as against employees of the Board to the extent that the process relates to the official functions of the employees.

(b) When accepting service of process for an employee in his/her official capacity, the General Counsel or his/her designee shall endorse on the server's return of process form, registered mail receipt, certified mail receipt, or express mail receipt: "Service accepted in official capacity only."

(c) Process shall be delivered to:


[53 FR 50515, Dec. 16, 1988, as amended at 74 FR 7562, Feb. 18, 2009]

PART 511—FEDERAL TORT CLAIMS PROCEDURE

Sec.
511.1 Definitions.
511.2 Scope of regulations.
511.3 Exceptions.
511.4 Administrative claim; when presented.
511.5 Who may file claim.
511.6 Board authority to adjust, determine, compromise and settle claims and limitations upon that authority.
511.7 Investigations.
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511.11 Acceptance of award.
511.12 When litigation is involved in claim.

AUTHORITY: 5 U.S.C. 301.

SOURCE: 34 FR 20430, Dec. 31, 1969, unless otherwise noted.

§ 511.1 Definitions.

Board. Board means the Broadcasting Board of Governors.


§ 511.2 Scope of regulations.

The regulations in this part shall apply only to claims asserted under the Federal Tort Claims Act, as amended, or as incorporated by reference in any appropriation Act or other statutes, for money damages against the United States for injury, loss of property, personal injury, or death caused by the negligent or wrongful act or omission of any employee of the Board while acting within the scope of his/her office or employment, under circumstances where the United States, if a private person, would be liable to the claimant in accordance with the law of the place where the act or omission occurred.

[43 FR 14301, Apr. 4, 1978]

§ 511.3 Exceptions.

Claims not compensable hereunder are listed in 2680 of the Act with the exception that 2680(k) (claims arising in a foreign country) has been removed by 22 U.S.C. 1474(5).

[44 FR 16374, Mar. 19, 1979]

§ 511.4 Administrative claim; when presented.

(a) For the purposes of the provisions of section 2672 of the Act and of this part, a claim shall be deemed to have been presented when the Board receives, in the office designated in paragraph (b) of this section, an executed "Claim for Damage or Injury", Standard Form 95, or other written notification of an incident, accompanied by a claim for money damages in a sum certain, for injury to or loss of property, personal injury or death, alleged to