



**MEETING NOTICE
SCHEDULE OF REGULAR MEETINGS
CALENDAR YEAR 2010**

DATE: _____

COUNTY PUBLIC BODY: **POST ADJUDICATION REVIEW BOARD**

MEETING ADDRESS: _____ **COUNTY COURT HOUSE**

TELEPHONE: _____ **[PARB contact number]**

DATE	DAY	TIME	PLACE OF MEETING
January ____	_____	_____	_____
February ____	_____	_____	_____
March ____	_____	_____	_____
April ____	_____	_____	_____
May ____	_____	_____	_____
June ____	_____	_____	_____
July ____	_____	_____	_____
August ____	_____	_____	_____
September ____	_____	_____	_____
October ____	_____	_____	_____
November ____	_____	_____	_____
December ____	_____	_____	_____

NAME OF PERSON REPORTING: _____

TITLE: _____

SIGNATURE: _____

INSTRUCTIONS

Oklahoma Statute [10 O.S. § 11116.2(E.)] requires that each Post Adjudication Review Board shall be subject to the provisions of the Oklahoma Open Meeting Act.

The Oklahoma Open Meeting Act [25 O.S. § 311 (A.(1.))] states that all public bodies shall give notice in writing by December 15 of each calendar year of the schedule showing the date, time and place of the regularly scheduled meetings of such public bodies for the following calendar year to the County Clerk.

It is also important to provide notice to parties interested in the review process. This includes the judge, DHS, OJA (if applicable), District Attorney, CASA and the State PARB Coordinator.