

POLICIES & PROCEDURES COMMITTEE



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MEMBERS

John Lapham, Dawn Bales, Bob Knoblauch

DRAFT

Minutes: Monday, August 3, 2020 – 1:52 p.m.

Present: Commissioners Lapham, Bales, and Knoblauch

Also Present: Martin Marshall, Kim Murphy, Rebecca Borton, and Susie Dice

I. Approval of Minutes

Motion by Bales, seconded by Knoblauch, to approve the minutes of the June 1, 2020 meeting. Motion carried.

II. Ready for recommendation

The Post Disclaimer and Removal section of the IT Policy has been updated to cover current social media public postings. Hoyden has been working diligently on the County facebook page. The proposed amendment includes:

Post Disclaimer and Removal

Prominently display a disclaimer and removal statement on all sites that accept comments from the public that comments that are offensive, harassing, or off topic will be removed. Comments that may be listed for removal include but are not limited to those that:

- Discriminate on the basis of sex, race, ethnicity, religion, sexual orientation or other protected class
- Include profanity, vulgar, or abusive language
- Are personal or defamatory attacks or threats of physical or bodily harm
- Violate the intellectual property rights of another party
- Promote illegal activity or violence
- Promote a business, service, political organization or individual
- Provide information that would compromise public safety or protected personal information
- Are off-topic from the original post
- Repeat the same comment over and over to increase visibility

Notice should be given that all posts become part of the public record and are subject for the Freedom of Information Act. Requests for public records may be submitted on the County website at www.lenawee.mi.us under the Freedom of Information section.

All posts that meet the removal criteria should be hidden from view and a copy retained.

Susie Dice noted that the policy on the facebook page includes other topics such as membership, etc. and questioned if these topics should also be included in the IT Policy.

Marty explained that the IT Policy will address those things that in particular the County will not allow to be posted. The other items are general and will remain at the Communications Team discretion.

Motion by Knoblauch, seconded by Bales, to recommend approval of the amended POST DISCLAIMER & REMOVAL language within the IT Policy. Motion carried.

III. Initial/Further Review

There was nothing for further review at this time.

IV. Other Business

Next Committee Meeting: The next meeting is set for November 2, 2020.

V. Adjournment

Motion by Knoblauch, seconded by Bales, to adjourn the meeting at 2:01 p.m. Motion carried.

MDM/rdb