

WEBSITE AND SOCIAL MEDIA POLICY

1. **Purpose** – The purpose of this Policy is to provide the public, the District, the Board of Directors, managers, and employees, guidelines on the use of social media which includes the District website and the District Facebook page.

2. **Public Information** – The District maintains an official website at www.newberrycsd.org, and a Facebook page at Newberry CSD, that are used to publicly disseminate official district information. No other site, page, blog, or other social media means are authorized or sanctioned as official District information. If an unofficial site presumes to identify itself as an official voice of the District, the District should be notified immediately so District Counsel can take appropriate action.

3. **Public Participation** - The public is encouraged to interact with the District through the email contact on the website, personal contact at the District office, phone contact with staff, and participation in the regular monthly board meetings. Comments, opinions, requests for service and information are handled best through these channels.

4. **Management of Social Media sites** – The District General Manager has the authority to manage the sites and their contents. The Fire Chief or designated staff has authority to post information only related to the Volunteer Fire Department.

5. **Content of the Social Media sites:** No material may be posted in connection with the political campaign of any Director or candidate for Director of the District, nor any content dealing with confidential information. Agendas, Minutes, and Calendars may be posted, and background information on topics that will be discussed by the Directors and/or that are of interest to the community.

6. **Directors and the Social Media sites** – Directors are not authorized to post content to any District Social Media page on behalf of the District. Directors shall not create or maintain any Social Media page on behalf of the District.

(a) **“Comments”, “Likes”, or “Sharing”** – In order to avoid any violation of the still unclear applicability of the Ralph M. Brown Act to social media, Directors may not comment or “like” any post on the District Social Media pages. Nothing herein prohibits a Director from “sharing” a District post to his/her own Social Media page, or any other Social Media page.

(b) **Other Social Media sites not maintained by the District** – Directors must exercise the same guidelines on non-District websites, blogs, or Social Media sites to avoid any implication of the Brown Act or other applicable laws.

7. Prohibited Use by Directors and Employees – Due to the District’s status as a public entity, all electronic communications from District devices are subject to public disclosure laws.

(a) Directors and employees of the District are prohibited from using provided computers, cell phones, or any other electronic devices and networks to access personal email, social media, or browse the internet for personal use for any reason, at any time.

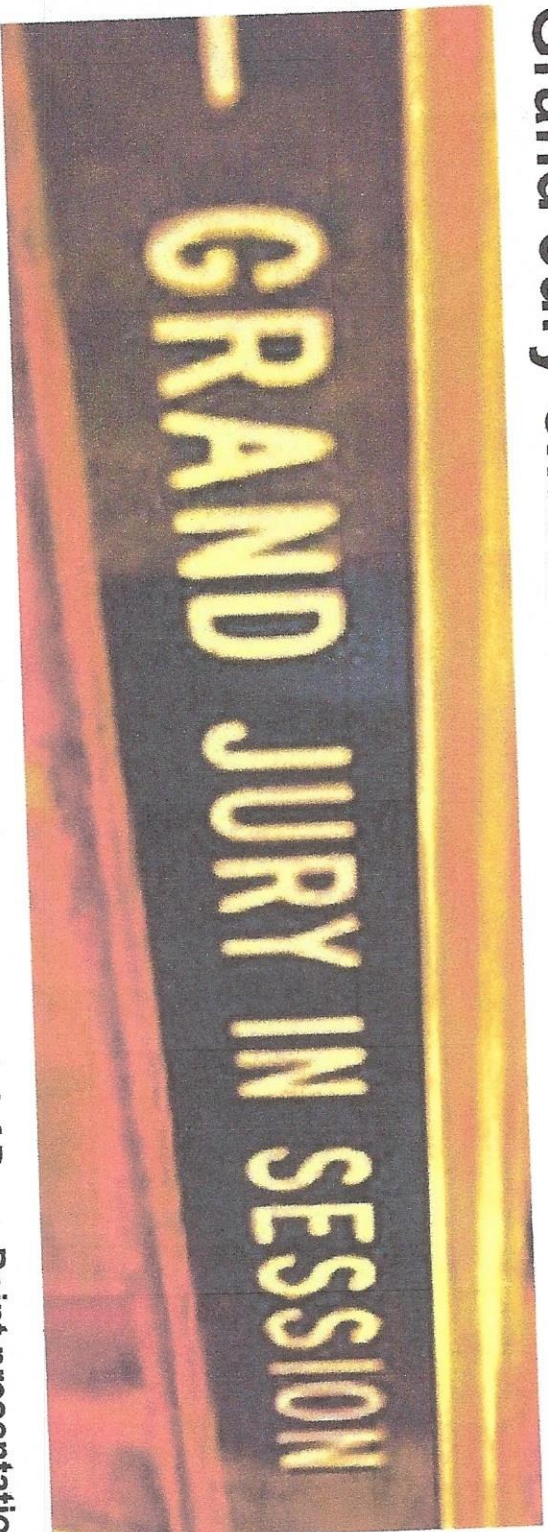
(b) Directors and staff should use District email accounts and addresses when doing District business.

(c) This does not prohibit Directors from activities such as writing a letter to an editor or posting to a local web forum; however, caution must be used to not have a dialog with other Directors directly or by a chain of messages.

11/18/2019

News from Supervisor Robert A. Lovingood

Grand Jury embarks on education campaign



The San Bernardino County Civil Grand Jury has produced a brief PowerPoint presentation to educate the public and members of the current Grand Jury are available to present the program. The presentation includes: An overview of the responsibilities of the Civil Grand Jury, how to file a citizen complaint and how to apply to serve a member of the Civil Grand Jury. Members of the Grand Jury are also available to staff a booth at civic events. If your organization would be interested in scheduling a presentation or having a Civil Grand Jury booth at an event, please contact Norma Grosjean, Grand Jury Assistant, at Norma.Grosjean@gj.sbcounty.gov or call (909) 387-9120.



NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Board Minutes December 17, 2019

Call the meeting to order. 6:08 p.m.

Roll Call.

Present: President Springer
Vice President Deel
Director Clark
Director Unger

Absent: Director Paulsen

Also Present: General Manager Jodi Howard, District Treasurer Kerri Zurcher, Fire Chief Lanier and members of the public.

1. Approval of Agenda

Motion Director Deel to accept agenda except to table Item 4b & 4e
To next regular meeting. Seconded Director Unger.

Vote: **Unanimous**

Motion Passed

2. Public Comments:

- a. **General Public-** the Public commented to the board they want to fight the solar project.
- b. **Community Reports-**
*County Supervisor-
*Sheriff- Report attached website: Newberrycsd.net

3. Reports

- a. **General Manager-** reported that the poker run for toys for Newberry, Daggett and Yermo Saturday December 14th went very well for our Fire Department and the Sheriff's Department.
- b. **Staff**
- c. **Strategic Planning Committee "Civic Hub"-**

4. Agenda Items- Discussion/Possible Action

- a. Discussion of Board of Supervisors Certification of Daggett Solar Project Environmental Impact Report. Possible Future Steps.**
Motion Director Springer to have meeting on December 23, 2019
6 p.m. information on Attorneys. Seconded Director Unger
Vote: Recuse- Director Deel. **Yes-** Director Springer
Director Clark, Director Unger
Motion Passed
- b. Proposed Policy addition for using District Social Media**
Bring back to next regular meeting
- c. Watermaster Determined the CSD needs 3 acre-feet of replacement water for 2018-19 Water Year.**
Information only
- d. The San Bernardino Planning Commission approved the following two Projects on 12-5-19.**
- 1. Lake Dolores Water Park- Five phase project to construct waterpark RV Park, Lake, Pond and Various Administrative and Commercial Buildings on 267.41 acres in the Harvard area in five phases.**
 - 2. Samara Convenience store/20 Car Fuel/Truck Stop-8,000 Square foot Store with Alcohol Sales on a portion of 9027 acre parcel of Harvard And the I-15.**
Information Only
- e. Shall we invite the Grand Jury to do their presentation at one of our CSD Meetings**
Bring back next regular meeting

f. Review and Discuss Cost of Living Wage Increase for Staff.
Bring back to next regular meeting

g. Approval of Minutes for November 12, 2019.
Motion Director Deel to accept minutes as corrected item a. Director Clark
Recuse himself from the vote. Seconded Director Unger.
Vote: **Unanimous**
Motion Passed

h. Approve Bills Paid and Presented.
Motion Director Clark to accept as presented. Seconded Director Deel
Vote: **Unanimous**
Motion Passed

5. Old and New Business
Policy-Social Media

6. Directors Comments (1 min.)
Director Deel- reported Yermo CSD is looking for a General Manager.
Director Springer wanted to thank Jack & Vickie for the work they put into
The appeal. He also thanked the community for showing up.

7. Adjournment- 8:44 p.m.

Board Secretary

Board President

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Special Meeting Minutes
December 23, 2019

Call the meeting to order. 6:06 p.m.

Pledge of Allegiance

President Springer asked all present to rise, face the flag and recite the Pledge of Allegiance.

Roll Call.

Present:

President Springer
Vice President Deel
Director Clark
Director Paulsen
Director Unger

Absent:

1. Approval of the Agenda

Motion Director Deel to approve agenda as presented. Seconded Director Clark.

Vote: **Unanimous**

Motion Passed

2. Public Comments

3. Agenda Items-

a. Possible Attorney Selection/Hire for Appeal of SB County Denial.

Motion Director Springer Employ Service of Mike Gato for filing the appeal, not exceed \$10,000.00 and sign his agreement.

Seconded Director Unger.

Amended Motion Director Springer to add follow up with board meeting to discuss current and future processes. Seconded Director Unger

Vote – Abstain-Director Clark Yes- Director Deel, Director Unger, Director Paulsen, Director Springer.

Motion Passed

7. Adjournment: 7:43 p.m.

Board Secretary

Board President