



POLICY TITLE: Cell Phone Use During Board Meetings and Proceedings

POLICY NO.: PR-39

I. PURPOSE

The purpose of this Policy is to promote decorum and propriety, as well as to protect the confidentiality and lawfulness, of all meetings and proceedings conducted by the Board. This Policy is also intended to enhance the quality and quantity of productivity in the workplace.

II. SCOPE

A. This Policy applies to all Employees, defined for purposes of this Policy, as all elected and appointed officials, department heads, division directors, all full- and part-time employees, board and commission members, and unpaid volunteers.

B. This Policy applies to Employees' use of all cell phones, whether owned by the County or Employees, during open and closed meetings and proceedings conducted by and before the Board.

III. GENERAL POLICY

Except as otherwise provided herein, Employees' use of cell phones is prohibited during all open and closed meetings and proceedings conducted by and before the Board. This Policy applies regardless of the location of such meetings or proceedings. However, cell phones may be used to take photos and to check business- and emergency-related electronic communications.

