



CITY COUNCIL OPERATIONS AGENDA

June 10, 2024 – 5:00 PM | Council Chamber, City Hall

1. **Call Meeting to order:**
2. **Approval of Minutes –**
 - a. Regular Meeting: May 13, 2024
3. **Public Comment – (Limit to three minutes per person)**
4. **Old Business (Public Comment period prior to each topic)**
 - a. None
5. **New Business (Public Comment period prior to each topic)**
 - a. Personnel Policy Updates - Jordan
 - b. Project Tracker- Chairman Kersch
 - c. Audio Recordings of Meetings - Jordan
6. **Staff or Committee Member Concerns or Comments:**
7. **Announcement of the Next Meeting**
 - a. Regular Meeting: Monday, July 15, 2024 at 5pm.
8. **Adjournment**

City Council Operations Committee

City Code | Council Bylaws and Policy

Members

Rob Kersch (Chair) | Curt Fjelstad | Rian King-Chavez

CITY OF DEER LODGE

City Council Operations

MINUTES

May 13, 2024 - 5:00PM | Council Chambers, City Hall

Members Present:	Rob Kersch, Curt Fjelstad
Members Absent:	Rian King-Chavez
Mayor:	Absent
CAO:	Jordan Green
Staff:	Cyndi Thompson, Ava Hoffman
Public:	None

1. Call Meeting to Order:

- a. Chairman Kersch called the meeting to order at 5:00PM

2. Approval of Minutes:

- a. Regular Meeting: April 8, 2024
Member Fjelstad motioned to approve as presented. Chairman Kersch seconded the motion. 2 Ayes, 0 Nos, 1 Absent. Motion passed.

3. Public Comment - Limit to three minutes per person.

- a. None.

4. Old Business

- a. Planning Forms Review – Jordan
Reviewed two of the applications that we discussed last Council Operations meeting, Conditional Use Permit application, Rezoning application and Rezoning Notary page.

Chairman Kersch motioned to approve these two applications. Member Fjelstad seconded the motion. 2 Ayes, 0 Nos, 1 Absent. Motion passed.

Reviewed Supplement Forms, A: Pre-application meeting, B: Preliminary plat application and E: Final plat application.

Chairman Kersch motioned to approve The Supplement Forms with minor corrections as discussed. Member Fjelstad seconded the motion. 2 Ayes, 0 Nos, 1 Absent. Motion passed.

5. New Business

- a. Enhancing Municipal Communications – Jordan
Discussed methods to improve communication and public engagement in Deer Lodge, including investing in a reader board, distributing flyers at local businesses, and keeping the public informed about public hearings and events through various channels. Strategies for effective flyer distribution and outreach methods were also discussed.

No motion, discussion only.

6. Staff or Committee Comments/Concerns:

- a. Chairman Kersch: Complete the flyer for Local Government Review.

7. Announcement of Next Meeting:

- a. Regular Meeting: Monday, June 10, 2024, at 5:00PM

8. Adjournment:

- a. The meeting was adjourned at 6:00pm by consensus.

Prepared by: Cyndi Thompson, City Clerk

Rob Kersch, Chairperson

Date

**City Council Operations Committee
Members**

Rob Kersch (Chair) | Curt Fjelstad | Rian King-Chavez

Pitch:

In accordance with the Supreme Court case from March 15, 2024, regarding the nuance of government employee personal social media profiles, the Personnel Policies for City of Deer Lodge employees needs updating to include recommendations regarding appropriate social media use by employees to limit First Amendment violations. A location for this addition could be as a new "Page 33", under the "Adhere to Governmental and Accreditation Requirements", as it is important that government employees engage in professional and ethical and responsible online behavior.

Social Media Policy

Social media is an umbrella term that defines the various activities that integrate technology, social interaction, and content creation. Through social media, individuals or collaborations of individuals can create web content, organize content, edit or comment on content, combine content, and share content. The city encourages and supports the use of social media to further the goals of the City of Deer Lodge and the missions of its departments, where appropriate, keeping in mind that not all forms of social media may be appropriate for use by City departments.

Official Profile

The following rules and regulations are regarding official social media account for the City of Deer Lodge:

At all times, the CAO, the mayor, and the city attorney shall have access or are permitted to request access to the passwords of all official Deer Lodge social media accounts.

Deer Lodge social media accounts are to be used exclusively for official government business, news, and communication. Employees shall refrain from using these accounts for personal purposes or expressing personal opinions unrelated to their official duties.

Employees are required to maintain a professional tone and demeanor when interacting on Deer Lodge social media accounts. The use of offensive language, derogatory remarks, or inflammatory rhetoric that could reflect poorly on the City of Deer Lodge is prohibited. Blocking of public users on Deer Lodge profiles is prohibited.

Employees should comply with all applicable laws, regulations, and policies when using Deer Lodge social media accounts. This includes adhering to copyright laws, privacy regulations, and public records laws. As well, employees should ensure that information shared is truthful, reliable, and verifiable before disseminating it to the public.

Employees with access to Deer Lodge social media accounts are to maintain impartiality and neutrality when engaging on the social media accounts. Expressing personal political opinions or endorsing specific candidates or parties that could be perceived as biasing the City of Deer Lodge is prohibited.

The City of Deer Lodge prohibits the disclosure of confidential or sensitive information on Deer Lodge social media accounts. Employees should respect individuals' privacy rights and refrain from sharing personal or confidential information without proper authorization.

Employees shall not use Deer Lodge social media accounts to promote their personal interests or engage in activities that could create conflicts of interest. Employees should prioritize the public interest and avoid actions that may undermine the integrity or impartiality of the City of Deer Lodge.

Personal Profile

The City of Deer Lodge recommends the following policies for personal social media accounts, including but not limited to personal public Facebook, LinkedIn, Twitter, or Instagram profiles. These personal profiles can be representative of the Deer Lodge agency. The rules and recommendations are as follows:

Maintain separate profiles for separate uses. Elected officials and Deer Lodge employees should maintain distinct personal, public, and campaign-related social media accounts to avoid conflating personal expression with official government communication.

Regarding the policy above, employees must exercise caution when blocking individuals on personal social media accounts to avoid potential violations of First Amendment rights based on expressed viewpoints. Separate accounts will aid in the understanding of when blocking is appropriate.

If employees wish to discuss government activities on personal social media accounts, they should include disclaimers indicating that their views are personal and do not represent those of the city or town. Avoiding the use of city logos, job titles, or email addresses unless accompanied by a disclaimer.