



Use of Electronic Devices during City Council and other Public Meetings

The City of Fort Bragg understands that using Electronic Devices is necessary and useful for City Council and public meetings. Electronic Devices can be used to improve communication and to help City Council and others efficiently perform their duties. This policy will ensure that the use of Electronic Devices by the City Council and Planning Commission and other public meetings complies with applicable laws, including the Public Records Act and Brown Act.

Purpose.

To establish a policy governing the use of electronic devices during City Council, Planning Commission, and other public meetings.

Policy.

The City of Fort Bragg permits and promotes the utilization of technology to ensure efficient and effective conduct of the people's business, under applicable open meetings and records laws, due process rights of interested parties, and other applicable laws and city policies.

1. At a meeting during which a Councilmember and Planning Commissioners are subject to the provisions of the Brown Act, all cell phones will be turned off. There shall be no electronic communication or any other similar platform for information gathering during City Council, Planning Commission, and or other public meetings including closed session meetings.
 - a. For emergency purposes, there will be a landline available to communicate with Councilmembers and Planning Commissioners should an emergency arise.
 - b. At the end of every public meeting, Councilmembers or Planning Commissioners who receive individual E-Communications such as texts or emails from the public shall forward the individual E-Communication to the City Clerk for distribution.

2. This policy will ensure the legal duty of Councilmembers and Planning Commissioners is not to violate the Brown Act, certifying that their communications do not violate the due process and fair hearing rights of parties or applications to quasi-judicial proceedings.

Compliance with this Policy

It is the responsibility of every Councilmember or Planning Commissioner to ensure that he or she is in compliance with this Electronic Devices Policy.

Definition.

Electronic devices include desktop and laptop computers, smartphones, tablets, pagers, wearable technology, and similar devices.