



# Lumpkin County, Georgia

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## Finance Department

**Date:** April 1, 2015

**Agenda Item:** Lumpkin County Handbook Policy #11 Update

**Item Description:** Amend Policy #11 Technology section covering email footers.

**Facts & Historical Information:**

In 2012, the technology policy, previously adopted and amended, was incorporated into the Lumpkin County Employee Handbook and Civil Service Plan. The plan covers use of computers, cell phones and related matters. In March of 2015, the County launched a social media initiative via Facebook. In order to promote the page and increase civic engagement, staff is recommending that the section of the Technology Use Policy titled Standard Footers for E-mail be amended to allow for the Facebook emblem and/or the following language "Like us on Facebook" between the phone number and the disclaimer.

- Potential Courses of Action:**
- A) Allow the change to help promote our Facebook page and possibly increase civic engagement.
  - B) Choose to not allow a change to the footer which will limit promotion of our Facebook page.

**Budget Impact:** There is no budgetary impact.

**LUMPKIN COUNTY RESOLUTION NO. 2015 – 04**

**A RESOLUTION TO AMEND THE LUMPKIN COUNTY EMPLOYEE HANDBOOK AND CIVIL SERVICE PLAN TO PROVIDE FOR A STANDARD FACEBOOK NOTICE AS A PART OF THE FOOTER FOR ALL EMAIL SIGNATURES**

**Whereas**, the Lumpkin County Board of Commissioners has directed that the government authority of Lumpkin County create and maintain a Lumpkin County Facebook page to encourage communication between citizens and their government; and

**Whereas**, the Board of Commissioners further desires that the link to said Facebook page be set out on each email originating from any County government computer user; and

**Whereas**, the current policy provides that each email shall have a signature block style as approved by the Board of Commissioners.

**Now, therefore, be it resolved** that Policy 11, Section 1, p. 46 – 47 shall be amended to provide that each computer shall be enhanced to provide

*“County Employee*

*Position*

Address as appropriate

Lumpkin County, Georgia

(706) 864 – XXXX

[www.lumpkincounty.gov](http://www.lumpkincounty.gov)

[cid:image001.png@01D06BB9.03A8A490](#) (“F” image)

Like us on Facebook

**Resolved, adopted and effective** this 21<sup>st</sup> day of April, 2015.

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Chris Dockery, Chairman  
Lumpkin County Board of Commissioners

Attest:

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Kathleen C. Walker  
Clerk, Lumpkin County