Hardin County Board of Developmental Disabilities
POLICY

Policy Number: B-16	Page: 1	Of: 1
Title: Board - Social Media		
Regulatory Authority:		
Effective Date: 9/18/2018, Review Date: 2/15/2022		
Reviewer/Job Title: Superintendent or designee		

SOCIAL MEDIA

(A) OVERVIEW

The Hardin County Board of Developmental Disabilities' (HCBDD) social media policy will promote and support communication and feedback between the HCBDD and its stakeholders. This policy pertains to the use of social media as part of the day to day operations of the HCBDD.

(B) SOCIAL MEDIA POSTINGS

(1) All employees posting on social media sites on behalf of the HCBDD will have approval by the Superintendent or designee prior to any posting.

(2) All comments and links posted by a member of the public which include comments or links that are off-topic, obscene or pornographic, defamatory, harassing, commercial, criminal, political, or violate the intellectual property of others are prohibited.

(3) The HCBDD reserves the right to remove any post that is perceived to contain prohibited content.

(4) All comments to HCBDD social media posts and links are monitored only during business hours and information conveyed after hours will not be considered received until the next business day.

(5) All comments to HCBDD social media posts are not considered formal communication between the sender and the county board. Examples of formal communication are incident and major unusual incidents reporting or communication with a service consultant. Examples are not exhaustive of formal communications between stakeholders and the county board.

(6) HCBDD shall give notice that all comments and posts are subject to disclosure as public records.