

4.10 MEDIA RELEASES AND SOCIAL MEDIA

A. Media Releases and Communications

All news releases and public comments made concerning any official activities within the hiring authority of the Stark County Board of Commissioners must be approved in advance by the Board of Commissioners or their designee.

B. Use of Social Media

Social media websites (e.g. Facebook, Twitter, Instagram, etc.) are in the public domain. Employees engaging in the following prohibited activities, on-duty or off-duty, may be subject to corrective action, up to and including termination.

1. Prohibited Behavior

Prohibited behavior includes, but is not limited to the following activities:

- a.** Employees shall not divulge any confidential information or information that is not subject to disclosure as a public record under any circumstance;
- b.** Employees shall not claim or imply that they are speaking on behalf of the County;
- c.** Employees may not engage in conduct that reflects negatively on their employer or impacts their ability to perform their job duties;
- d.** Employees must comply with the terms of service of the respective social media website.

2. Protecting Your Privacy

As public employees, our names and likenesses are widely available to the general public. The Board strongly urges all employees with social media profiles to adjust privacy settings accordingly. Use discretion and caution when “friending” others or allowing others to “follow” you on social media sites.

