

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 23RD DAY OF APRIL 2013, AT 4:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Chairman, Roberts District
Mary K. Jones, Vice Chairman, Berkeley District
James G. Kennedy, Stonehouse District
James O. Icenhour, Jr., Jamestown District
M. Anderson Bradshaw, Powhatan District

Robert C. Middaugh, County Administrator
Lola Perkins, Assistant County Attorney

C. BOARD DISCUSSIONS

1. County Website Policy

Mr. Middaugh addressed the Board giving a summary of the memorandum included in the Agenda Packet. He stated that the draft website policy is a combination of efforts by the County Attorney's office, the Communications Department, Information Technology, and County Administration.

Mr. Middaugh stated that when looking through the County's website, it was noticed that there are multiple private sector links on the site. Coming up with a plan to accommodate these links is the first part of the process of the website policy. He stated that for private businesses to be linked on the website, an agreement had to be made between those private parties and the County. He stated that it is a more formalized arrangement than what is currently being done on the site and is necessary due to the ".gov" domain rules.

Mr. McGlennon asked if when clicking on an outside link, if a message would be displayed stating that the person is leaving the County's website in order to access the link.

Ms. Lola Perkins, Assistant County Attorney, stated that yes a pop-up screen would come up stating that the individual is leaving the County's website and no longer covered by the County's privacy policies and that the County does not endorse the content on the external site. She stated that Information Technology is in the process of developing this pop-up screen so that it is very clear and more user-friendly.

Mr. Icenhour asked how extensive the ".gov" domain rules are.

Mr. Middaugh stated that the rules are several pages long, but not written in layman's terms. He stated that the key components of the domain rules have been included in the draft policy that was distributed to the Board.

Ms. Perkins stated that the “.gov” domain rules are broken down into several parts. She stated that the Policy section is very difficult to read, but the Guidelines portion is more readable and those guidelines are what staff has included in the draft policy before the Board. She stated that the draft policy that the Board is considering is more detailed than the “.gov” domain guidelines. She also stated that should the Board decide to not adopt the policy, the County is still bound by the “.gov” domain rules and restrictions.

Mr. Bradshaw asked if staff felt the draft policy was specific enough that it could be easily administrated.

Mr. Middaugh stated he felt that was the case. He stated that essentially staff has been following these rules administratively and to this point it has not been very problematic, aside from the latest issue. He stated if more issues like the most recent one continue to happen, then staff would revisit the policy with the Board for more restrictions.

Ms. Perkins stated that making the policy to specific and restrictive ties the hands of the County and makes enforcement more challenging. She stated that there will be challenges, there are a lot of moving pieces; however, the pop-up that was discussed earlier will make things significantly easier.

Mr. Kennedy asked how the most recent issues, Mr. Icenhour’s request for a link to his campaign page and the statement made by Sheriff Deeds, would have been handled had this policy been in place.

Ms. Perkins stated that a site like Mr. Icenhour’s would not be acceptable under this policy because it has a political component.

Mr. Kennedy stated that technology is changing and the way that citizens gain information is changing. He stated that some localities are utilizing the site of their Economic Development Authority to connect citizens with local businesses. He stated under this policy that would not be allowable. However, would it still be allowable for the OED to have a link on our site that lead to their own page where businesses could be listed?

Ms. Perkins stated that it would have to be evaluated on a case-by-case basis to determine what was on the page that the County site would be linking to.

Mr. Middaugh asked Mr. Kennedy if he was referring to just a list of businesses.

Mr. Kennedy stated no, there are Office of Economic Development (OED) sites that are used to market local businesses. He stated that other OED sites host links to local businesses.

Mr. Middaugh stated that a listing of local businesses on the County site is something that has been done previously and is what he was speaking about earlier. He stated that listing all the available businesses in the County does not show preference for one over the other and would be allowable in his opinion.

Ms. Perkins stated that as long as it is open for everyone, then it should be allowable. She stated that perhaps this policy can provide the framework for a linking policy for business sites.

Mr. Kennedy stated that his concern is that when there are multiple web sites, it becomes harder to control. He stated that it would be something to look at later on. He stated that he believes it would be an advantageous tool for the County’s OED and promotes the locality.

Ms. Perkins stated that the pop-up should help mitigate some of the concern over linking to an outside page that might have some sensitive or objectionable content. She stated that the pop-up makes it very clear that a citizen is navigating away from the County's site and that the County does not endorse any of the content on the outside page.

Mr. Kennedy stated that he believes the County has under-utilized its electronic options. He stated that the County should be providing links and promoting the businesses in the County, but with that come issues. He stated that this is why he is very much in favor of having this policy in place. He stated that as technology changes the County needs to be able to change with it.

Mr. McGlennon stated his agreement with Mr. Kennedy; however, he is concerned about the potential for the site to grow and costs to increase. He stated that he could see this mushrooming and requiring more staff hours to maintain.

Mr. Kennedy stated that usually a business or external site would drop their link in an email and then staff would handle it from there.

Mr. McGlennon stated it was mentioned earlier that there would be some agreement that businesses would be required to sign in order to link to the County's site.

Ms. Perkins stated that what has been discussed is a formalized acknowledgment that the business has reviewed the County's policies and understands the requirements and restrictions for linking to the County's site.

Mr. Icenhour stated that there would be some time requirements on the part of staff, to document those acknowledgments.

Ms. Perkins stated yes, but more so in instances where there was no formal agreement already in place.

Mr. Kennedy requested that in instances where an individual or business is told that they cannot put something on the site, that that information be relayed to the Board.

As there were no more questions or discussion, Mr. Middaugh stated that the policy would come before the Board at the next meeting as a Board action in the form of a resolution.

D. CLOSED SESSION

Mr. Icenhour made a motion to go in to Closed Session.

On a roll call vote, the vote was: AYE: Mr. Icenhour, Mr. Bradshaw, Mr. Kennedy, Ms. Jones, Mr. McGlennon (5). NAY: (0).

1. Consideration of the acquisition of real property for public use, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia
2. Consultation with legal counsel on matters pertaining to actual or probable litigation, pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia

3. Consideration of a personnel matter(s), the appointment of individuals to County boards and/or commissions pursuant to Section 2.2-3711(A)(1) of the Code of Virginia
- a. Colonial Community Criminal Justice Board
 - b. Thomas Nelson Community College Board

The Board came out of Closed Session at 6:32 p.m.

Mr. Icenhour made a motion to certify the Closed Session.

On a roll call vote, the vote was: AYE: Mr. Icenhour, Mr. Bradshaw, Mr. Kennedy, Ms. Jones, Mr. McGlennon (5). NAY: (0).

RESOLUTION

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Supervisors of James City County, Virginia, (Board) has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

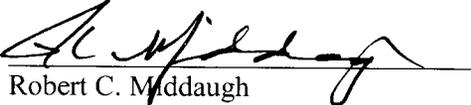
WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby certifies that, to the best of each member's knowledge: i) consideration of the acquisition of real property for public use, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia; ii) consultation with legal counsel on matters pertaining to actual or probable litigation, pursuant to Section 2.2-3711 (A)(7), and iii) consideration of a personnel matter(s), the appointment of individuals to County boards and/or commissions pursuant to Section 2.2-3711(A)(1) of the Code of Virginia.

- a) Colonial Community Criminal Justice Board
- b) Thomas Nelson Community College Board

E. ADJOURNMENT

The Board recessed at 6:34 p.m.


Robert C. Middaugh
Clerk to the Board