

# Town of Wright Fire District Policies

Policy Name: **9.3 Social Networking and Use of Electronic Devices**

Date Adopted: 11/8/10

Effective: 11/8/10

Revised: 3/14/11, 5/14/12, 9/14/15, 10/12/15

Reviewed: *Annually*

**Purpose:** Emergency response scenes are inherently dangerous. Any activity that causes distractions to the responders or the inappropriate exposure of the victims and their loss is something we take very seriously. It is our firm belief that the safety of our responders and protecting the confidentiality of our residents/victims, especially minors, is paramount. These guidelines are designed to insure that any media coverage is done safely and does not compromise these principles.

## **Social Networking and Photography/Videos**

1. No emergency responder (including mutual aid responders) shall be allowed to use a personal camera, video recorder, or the video/camera function of any electronic device during an incident in the Wright Fire District's jurisdiction unless directed to do so by the Gallupville Fire Department Chief, Wright Fire District, or law enforcement. No Gallupville Fire Department member shall take pictures or recordings at any scene outside the District without the express approval of the Gallupville Fire Department Chief or Wright Fire District.
2. No member of the media, or public, shall be allowed to take pictures or make any recordings inside the perimeter of an active fire scene without the express permission of the Incident Commander or Wright Fire District. The Incident Commander shall have sole discretion as to what is considered the active scene area and will place members of the media and other members of the public in a safe area outside this active scene.
3. Drones may not be operated within the active scene area unless they are kept a minimum of 200' above the scene. As it is an active emergency scene, any activity such as drones or other distractions are strongly discouraged. At no time will the Wright Fire District or Gallupville Fire Department be responsible for any damage, loss, or impairment to a drone or suspended camera operated within the active fire scene.
4. Any images containing individual patient information are covered by HIPAA privacy laws and must be protected in the same manner as other patient documents
5. Any on-scene images taken by a member in the course of their duties shall be the sole property of the Wright Fire District/Gallupville Fire Department.

6. No images taken by a member in the course of their duties may be used, printed, copied, scanned, emailed, posted, shared, reproduced or distributed in any manner without the express written permission of the Chief and Fire District Board.
7. Use of cell phones, photo/video devices, music devices, etc is strictly prohibited when operating vehicles or equipment. Devices which may assist in the performance of ones duty shall be allowed with the permission of the Chief.

### **Recordings**

1. Any recordings of meetings are to be made for the benefit of the secretary and clarity of meetings only and for no other purpose.
2. All recordings shall be destroyed immediately following the next scheduled meeting unless otherwise requested by the Board.