



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683
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COMMUNICATION & TECHNOLOGY COMMITTEE

Regular Meeting

October 3, 2016 at 4:00 p.m.

All persons present at District meetings will place their cellular devices in silent and/or vibrate mode (no ringing of any kind). During meetings, these devices will be used only for emergency purposes and, if used, the party called/calling will exit the meeting room for conversation. Other electronic and internet enabled devices are to be used in the “silent” mode. Under no circumstances will recording devices or problems associated with them be permitted to interrupt or delay District meetings.

AGENDA

1. **Call to Order**
2. **Comments from the Public**
3. **Discuss Use of Emails Captured as Part of Security Information Update**
4. **Discuss Plan for Regular and Ad Hoc Push Communications**
5. **Directors & Staff Comments/Suggestions [no action]**
6. **Adjournment**

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is September 30, 2016. Posting locations are: 1) District Office; 2) Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

MEMORANDUM

Date: September 28, 2016

To: Communications & Technology Committee

From: Darlene J Thiel, General Manager

Subject: Discuss Use of Emails Captured as Part of Security Information Update and Discuss Plan for Regular and Ad Hoc Push Communications

RECOMMENDED ACTION

No action. Discussion only.

BACKGROUND

As part of the recent security information update request sent to residents, the District asked residents and tenants to include email addresses in their response. The provided email addresses have been entered into the Security information database. The District will work with ABDI, the vendor of the Security database system, to extract the email addresses in a format that can be uploaded to the program, Mailchimp, which is used by our website host. District General Counsel agrees with staff that we can use these collected email addresses for sending out District news and information provided that the ability to opt-out of the service is provided.

The regular communications and/or notifications sent by email would include items that occur on a regular basis such as the monthly Pipeline, notification that the Board Committee agenda and packet are available on the District website, notification that the Board meeting agenda and packet are available on the District website, etc.

Ad Hoc push communications would include items that occur on a single, high-priority basis such as notifications of drought stages, implementation of new rates, notification of emergency water line repairs, etc.