



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Robert Leete • Director – Bill Mayer

**NOTICE OF THE REGULAR MEETING
OF THE COMMUNICATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, March 4, 2020
STANDING COMMUNICATIONS COMMITTEE REGULAR MEETING
3:30 P.M. – 4:30 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Communications Committee Board Members

Chair Bill Pease

Vice-Chair Bryon Gutow

A. ROLL CALL

1. Call business meeting to order 3:30 p.m.
2. Roll Call.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Committee on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Committee for consideration by filling out a comment form. The public will be called to comment in the order the comment forms are received. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Committee and the commenter as the law strictly limits the ability of Committee members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Committee only. Any clarifying questions from the Committee must go through the Chair. Comments from the public do not necessarily reflect the view point of the Committee members.

C. DRAFT MINUTES TO BE APPROVED

1. November 6, 2019 Communications Committee DRAFT meeting minutes.

D. DISCUSSION ITEMS

1. Discussion Regarding Google Analytics Comparison Report - Previous Year to Current Year.
2. Discussion Regarding Town Phone System.

E. FUTURE DISCUSSION/AGENDA ITEMS

F. ADJOURNMENT

1. Adjourn to the next Standing Communications Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



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MINUTES OF THE REGULAR MEETING
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OF THE TOWN OF DISCOVERY BAY
Wednesday, November 6, 2019
STANDING COMMUNICATIONS COMMITTEE REGULAR MEETING
3:30 P.M. – 4:30 P.M.
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1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov

Communications Committee Board Members

Chair Bill Pease

Vice-Chair Bryon Gutow

A. ROLL CALL

1. Call business meeting to order 3:30 p.m. – By Chair Pease.
2. Roll Call – All present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. DRAFT MINUTES TO BE APPROVED

1. September 4, 2019 Communications Committee DRAFT meeting minutes – Approved.

D. DISCUSSION ITEMS

1. Discussion Regarding Google Analytics Update.
General Manager Davies – Provided the details regarding Google Analytics and the Message Board related to the Public Safety Power Shutoff (PSPS) posted on our website on Thursday, October 24, 2019..
Administrative Assistant McCool – Provided additional details regarding Google Analytics related to the report for the number of pageviews for the Public Safety Power Shutoff (PSPS) along with pageviews for Tips for Being Prepared. There was discussion regarding the number of total pageviews, comparing with other agencies or comparison from this year to last year. The discussion continued regarding message board feedback from the community to the Board.
2. Discussion Regarding the Cancellation of the January 1, 2020 Communications Committee Meeting.
General Manager Davies – Provided details regarding the Communications Committee meeting which falls on a holiday and the recommendation to cancel. A special meeting can be scheduled if needed. The consensus of the Communications Committee is to cancel the January 1, 2020 Communications Committee meeting.

E. FUTURE DISCUSSION/AGENDA ITEMS

1. Google Analytics Comparison Report - Previous Year to Current Year.

F. ADJOURNMENT

1. The meeting adjourned at 3:44 p.m. to the next Standing Communications Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 11-12-19

<http://www.todb.ca.gov/agendas-minutes>