

DATE: 11/8/2015
MEETING OF: Policy Committee 11/11/2015
FROM: Dave Kegebein
RE: Staff report on Policy Manual review

At the November 11th policy committee meeting we plan to review the five sections (as listed below) in the new policy binders we are making.

I recommend we schedule another meeting the week of November 23rd to finalize the draft so we can distribute to the full board the first week of December to give everyone time to review prior to the December 16th board meeting where we can make a "first review" to the whole board followed by a public hearing at our first board meeting in 2016. Final adoption can be done then or at the next board meeting depending on how much feedback is received and how many changes the board wants to make. Please keep in mind that many of these operational policies are current and up to date while others are not and need more work or are works in progress.

The sections of the manual are:

- 1: By Laws
- 2: Policy Manual Draft - General Policies
- 3: Bagley Keene - CDFA Guide (January 2015)
- 4: Operational Policies
 1. Sexual Harassment Prevention (CDFA Handbook)
 2. Equal Employment Opportunity (CDFA Handbook)
 3. Discrimination Complaint (CDFA Handbook)
 4. Information Privacy (CDFA Handbook)
 5. E mail & Internet Usage (CDFA Handbook)
 6. Violence or Threats of Violence (CDFA Handbook)
 - 6-A Nepotism (CDFA Handbook)
 7. General Safety & Cart Safety
 8. First Amendment Rights
 9. Alcohol
 10. Noise
 11. Motorized Racing
 12. R V Camping
 13. Social Media
 14. Main Entrance Sign
 15. Smoking
 16. A H P
 17. Rodgers House
 18. Sponsorship
5. Fair Time Operations

1. Fair time Operations Policies
 - a. Competitive Exhibits
 - b. Departments
 - c. Food Concessions / Commercial Exhibits
 - d. Alcohol Concessions
 - e. Free Space
2. Elected Officials & Political Parties
3. Refunds
4. Credentials
5. Safety

These documents have come from many sources so I don't have all of them converted to files yet. Our copy machine / scanner is awaiting repair parts so we are still pulling everything together but I have hard copy binders to distribute and review at the meeting. I don't expect to spend too much time on details but I have some specific questions that when answered will allow me to keep progressing. I have tried to clean up repetitive stuff as much as I can.

Thanks.....Dave