MONTECITO FIRE PROTECTION DISTRICT

AGENDA FOR THE SPECIAL COMMUNITY OUTREACH COMMITTEE MEETING

September 10, 2014 at 11:00 a.m.

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Section 54956 of the Government Code, a Special Meeting of the Community Outreach Committee of the Montecito Fire Protection District is hereby called for the 10th day of September, 2014 at 11:00 a.m.

Said meeting will be held at
Montecito Fire District Headquarters,
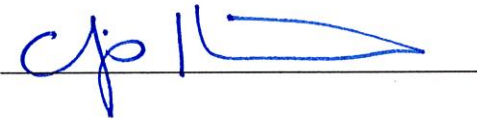595 San Ysidro Road.

Agenda Items May Be Taken Out Of The Order Shown

1. Public comment: Any person may address the Committee at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District; 30 minutes total time is allotted for this discussion.

2. Review progress of website development.

3. Fire Chief's Report.

4. Requests for items to be included for the next Community Outreach Committee Meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is September 8, 2014.

MONTECITO FIRE PROTECTION DISTRICT

Chip Hickman, Fire Chief

Note: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at 969-7762. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Montecito Fire Protection District's office located at 595 San Ysidro Road during normal business hours.

NOTES FOR THE COMMUNITY OUTREACH COMMITTEE MEETING OF THE
MONTECITO FIRE PROTECTION DISTRICT

Held at Fire District Headquarters, 595 San Ysidro Road, June 3, 2014, at 1:00 p.m.

The meeting was called to order by Director Keller at 1:30 p.m.

1. Public comment: Any person may address the Committee at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District; 30 minutes total time is allotted for this discussion.

   No public comment.

2. Review progress of website development.

   Ms. Ventura and Mr. Kramer of Amerivant reviewed the progress of the website. The following list of actions were created based on the Committee's input:

   - Target Deadline Dates
     - June 20th - all website design updates and edits are complete
     - June 26th - Final content edits by Board are submitted to Michael for update into the website
     - July 1st - Community Outreach Committee recommends the new website go live
   - Main Menus
     - Change color (maybe orange) or formatting of sub menus so they are not mistaken to be part of the main menus.
     - Ask the Sr Programmer about making the main menus real pages, so when you click on a main menu, you load a new page. The new page would have a summary of all the sub pages for that section of the website. (for the record, Michael was against this because it means that visitors much make an additional click to get to content pages)
   - Michael to make a Word Document for all pages of the website and Email to Geri, for content review by the Board.
   - The Board - to review all content for all pages of the website, and make "Review" edits in Microsoft Word
   - Michael to review all pages of the website and make sure all references to MFD say "Montecito Fire Protection District"
   - Add a Row Break after the tag line "Serving Our Community" (done)
   - Make Title "Fire Protection District" larger in header
   - Under menu "Fire Protection/Carbon Monoxide" - make landing page with link to outside website (done)
   - Main menu "Communication Dispatch" - thumb image - show more recent photo of dispatch radio
   - For 911 notification, change thumb menu image from 911 image to a radio antenna image, because 911 is also used by the Police
   - Get image from Geri's flier, for Notification photo
   - Need different photo of Conference Room

- Change menu thumb for Press Releases
- Add Calendar Format page
- Add Contact info to Contact Us page (see live website for info to post) (done)
- http://montecitofire.site-ninja1.com/board-agenda-and-minutes - put most recent Board Agendas at the top of the Table
- http://montecitofire.site-ninja1.com/about-montecito-fire - use a background image with aerial of Montecito
- Geri to get photos of all Sr staff for this page, http://montecitofire.site-ninja1.com/organizational-chart
  - Geri to submit to Michael 1) name of staff 2) Title of staff and 3) photo of staff

3. Fire Chief's Report.

   The Fire Chief had nothing to report.

4. Requests for items to be included for the next Community Outreach Committee Meeting.

   There were no additional requests for the next Community Outreach Committee Meeting.

Recommendations from 8/25/2014 Board Meeting:

1. Add/Create a "Splash Page" for Home page without basic template components such as side nav (= San Ramon)
2. Clean up page templates
   a. Remove background photos
   b. Lighten up templates
   c. Remove recently added side columns
3. Remove Scrolling side nav (photos)
4. Landing page for each main nav with links to sub navs (as has been asked for before)
5. Keep Header Bar with District name black with "lights on" feature