

Family Partnerships of Central Florida

POLICY

Series:	Board Governance	COA: ETH 1; HR 5 CFOP: 15-15
Procedure Name:	Crisis and Media Communication	
Procedure Number:	GOV018	
Reviewed Date	4/16/2024	
Revision #/Date:	7/27/2023	
Effective Date:	8/06/2004	
Applicable to:	Family Partnerships of Central Florida Family of Agencies (FPoCF FOA) Governance and Advisory Board of Directors, Family Partnerships of Central Florida Family of Agencies Volunteers, Staff and Contract Providers	

PURPOSE: It is the intent of Family Partnerships of Central Florida to ensure that all written or verbal communication or interaction with the media is managed in a consistent manner by designated company spokespersons. This policy establishes the perimeters surrounding media contact for staff, board members, and partners or providers to follow regarding any incident which may be deemed a crisis and would garner media or public attention, or interest.

References: Florida Statutes: 39.202, GOV008: External Communication, PBR3007: Crisis and Media Communications

Any statement, communication or interaction with the media or the public regarding an incident involving an individual or individuals served within the FPoCF FOA, whether it involves Family Partnerships of Central Florida or one of its Partners or Providers, its staff, volunteers, contracted personnel, or companies, will only be made by the President and Chief Executive Officer or a representative designated to communicate information with the authorization of the President and Chief Executive Officer.

FPoCF FOA Officers, family of agencies board members, committee members, volunteers and employees, other than those authorized by the FPoCF FOA President and Chief Executive Officer to specifically act on behalf of Family Partnerships of Central Florida may not conduct impromptu or pre-arranged interviews, make statements, provide background information or converse with any members of the media or its representatives, submit written opinions or information about the agency, its partners or providers for public consumption, nor present themselves in front of or address any member of the general public, without expressed authorization from the FPoCF FOA President and Chief Executive Officer.

Failure to adhere to the organization's communication policy may result in disciplinary action including, but not limited to the removal of an individual from their position.

Approved by the Brevard Family Partnership Governance Board of Directors on July 27, 2023.

AS APPROVED BY THE BOARD OF DIRECTORS:



DANIEL P. RODGERS
Board Chair

Signature Date: 4/16/2024

BY DIRECTION OF THE PRESIDENT AND CHIEF EXECUTIVE OFFICER:



PHILIP J. SCARPELLI
President and Chief Executive Officer
Family Partnerships of Central Florida Family

Signature Date: 4/16/2024

Family Partnerships of Central Florida

Communications Policy Acknowledgement:

My signature below signifies an understanding and agreement that all media requests will be deferred to the FPoCF FOA President and Chief Executive Officer or Designee. I agree that as an employee of Family Partnerships of Central Florida Family of Agencies, I will not confer, or relinquish any information regarding Family Partnerships of Central Florida to any media source unless designated to do so by the aforementioned representatives. All media requests will be directed to the President and CEO or designee, who will respond in the most appropriate manner for the organization.

Additionally, I understand that should I violate this agreement that I will be subject to disciplinary action up to and including termination of employment.

Employee Print Name

Supervisor Print Name

Employee Signature

Supervisor Signature

Date

Date