

**CITY COUNCIL WORK SESSION FOR SOCIAL MEDIA, CYBERSECURITY, AND  
OPEN AND PUBLIC MEETINGS ACT TRAINING  
February 1, 2024  
5:00 p.m.**

PRESENT:           D.J. Bott                           Mayor  
                      Dave Hipp                       Councilmember  
                      Dave Jeffries                   Councilmember  
                      Matthew Jensen               Councilmember  
                      Ryan Smith                     Councilmember  
                      Robin Troxell                  Councilmember

ALSO PRESENT:   Christina Boss                   City Recorder  
                      Mike Christiansen             City Attorney *arrived at 5:06 p.m.*  
                      Derek Oyler                    City Administrator  
                      Chad Reyes                    Police Chief  
                      Cami Sabin                     Communications Specialist  
                      Royce Wilkerson              IT Director

Mayor Bott called the meeting to order at 5:02 p.m.

Social Media

Highlights from Ms. Sabin's presentation included:

- How the City uses social media and types used by various departments
- General guidance and moderation
- Best practices for users
- Sharing information to personal pages and public records

Cybersecurity

Mr. Wilkerson presented an internet security awareness training.

- 95% of system hacks are a result of human error
- IT Department puts out annual training and phishing tests
- Malicious hackers attack computers and networks once every 39 seconds
- Average cost of data breach in the U.S. is over \$8.19 million
- City of West Jordan, University of Utah, Murray City, Garfield County, and Clearfield were all affected by ransomware attacks
- Set strong passwords, hover over links, identify fake websites, avoid clicking on ads

Open and Public Meetings Act

Mr. Christiansen presented a training on the Open and Public Meeting Act. Key points included:

- Meetings must have quorum and be open and transparent
- Emails are subject to Government Records Access and Management Act (GRAMA)
- Closed meeting requirements
- Meeting noticing requirements
- Public officers and employees subject to Ethics Act
- Disclosure requirements

*The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the February 1, 2024 City Council Work Session.*

*Dated this 11<sup>th</sup> day of March 2024.*

*Christina Boss*

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*Christina Boss, Recorder*