1. **TITLE** | INFORMING BOARD OF HARBOR COMMISSIONERS OF NEWSWORTHY ITEMS ON PORT MATTERS

2. **PURPOSE** | To set policy for keeping the Board of Harbor Commissioners informed of any happenings/events regarding port matters such as any occurrence that may result in immediate media coverage that are of such impact that the Commissioners have an immediate “need to know”.

3. **POLICY** | The Executive Director or his/her designate shall be responsible for informing the entire Board of Harbor Commissioners expeditiously of any event, which may have a major impact on the Port of Hueneme.

4. **RELATED POLICIES AND PROCEDURES** | Compliance with the California Brown Act.

5. **DEFINITIONS** | None