

Mission Statement

The Oakland Communications Commission (OCC) shall provide, operate and maintain open, unbiased, clear, concise, and informative channels of communication for the residents of the Borough of Oakland while continuously striving to seek new, improved and more effective methods and operations for Borough government to better communicate with residents.

Section I – Communications Commission Guidelines

- I.1 All meetings shall be conducted according to Robert's Rules of Order.
- I.2 There shall be at least one, but not limited to one, Commissioner assigned to each Committee.
- I.3 The OCC shall have elections for Chairperson, Vice-Chairperson and Secretary at a reorganization meeting to be held each January.
- I.4 Recommendations for appointments for expiring terms shall be made to the Borough Council by the end of each November.
- I.5 The OCC shall hold at least four (4) scheduled meetings per year, preferably quarterly, and the January reorganization meeting shall not be counted as one of the four (4) meetings required to be held each year. If a majority of the OCC deems it necessary, they may increase the meetings scheduled provided they notify the Borough Clerk at least three (3) days in advance of any meeting.
- I.6 Each Commissioner must be present for at least a majority of meetings per year to be considered in good standing by the Commission and/or the Borough's Committees, Boards and Commissions Absence Policy, unless that Commissioner applies for special dispensation, to which a majority on the OCC will need to approve.
- I.7 The OCC shall vote on and discuss, but is not limited to, such issues as committee disputes, questionable material, budgetary issues, any new or existing expenditure that is long-term and/or an expenditure that costs over \$300, a major policy change, issues or initiatives that affect all committees, and amending the bylaws.
- I.8 There must be four (4) Commissioners and/or alternate members present to have a quorum and to vote.
- I.9 All decisions and votes by the OCC must be made by a majority vote, except amendments to these bylaws.
- I.10 The OCC reserves the right to alter specifics of any of the bylaws and guidelines. Any recommendations for changes or amendments to these bylaws must be made by a 2/3 vote of all Commissioners. These recommendations for changes will then be submitted to the Borough Governing Body for their approval before being officially adopted and implemented.

- I.11 All official communications from non-Commissioners to the Commissioners shall be in writing via email, filled out using an official online form, or written correspondence placed in the OCC mailbox. All other communication shall be deemed unofficial.
- I.12 All OCC meetings conducted shall be duly posted under the “Sunshine Laws” and accordingly, all minutes shall be provided to the Borough Clerk and posted on the Oakland Communications Commission webpage for public access and review.
- I.13 All Commissioners shall remain non-partisan when dealing with matters for the OCC.
- I.14 All Commissioners are restricted from making statements outside OCC meetings that are on behalf of the Communications Commission without authorization from the Communications Commission by a majority vote. If the decision is not unanimous by the Commissioners, then that decision must also be clearly indicated in the statement.
- I.15 All work product or work stemming from the use of the Borough’s equipment and/or software shall be the property of the Borough of Oakland, unless an exemption is provided in writing by the Communications Commission.
- I.16 No individual OCC member is empowered to make exceptions to these bylaws.
- I.17 The Commissioner elected to be the OCC Chairperson shall be expected to provide his or her contact information as the point person to reach OCC, check the OCC’s physical mailbox and email account/s and respond or forward messages to the appropriate person accordingly, be the Borough contact and signatory for forms, etc. In the event the Chairperson is unavailable or incapacitated, the Vice-Chairperson of the OCC is empowered to assume these responsibilities.
- I.18 Every five (5) years, the OCC shall establish a Five-Year Plan to lay out the Communications Commission’s overall goals, assess the functionality and mission of the various committees, and examine the bylaws to assess if any potential changes are needed. The OCC Chairperson shall establish an Ad-Hoc Committee in the winter or spring in the last year of the previously existing Five-Year Plan.
 - I.18.1 The Ad-Hoc Committee shall be made up of the OCC Chairperson, serving as head of the committee, and the Communications Commission Liaisons to each standing committee serving as the Ad-Hoc Committee members. The Ad-Hoc Committee shall create, discuss, and approve a Five-Year Plan before the end of October, with the OCC reviewing and discussing the plan once completed.
 - I.18.2 If the OCC does not vote to approve the Ad-Hoc Committee’s approved plan before the end of the year, they must work with the Ad-Hoc Committee and approve an amended or different Five Year Plan by the end of March. If that does not occur, the Ad-Hoc Committee’s previously approved Five Year Plan shall become the officially adopted Five-Year Plan for the OCC.

Section 2 – Committee Formation and General Committee Guidelines

- 2.1 Five (5) standing committees shall exist to facilitate the work necessary to carry out the OCC Mission Statement. These committees fall under the control of the OCC. All authority entitled to the committees is provided through the OCC and these bylaws.
- 2.2 The OCC Chairperson shall also have the authority to create Ad-Hoc Committees if he/she sees fit and must announce the purpose and goals of the committee at an OCC meeting. The Chairperson can set the total number of people to serve on the ad-hoc committee, but membership cannot include more than five (5) OCC commissioners and more than four (4) OCC volunteers total.
 - 2.2.1 The OCC Chairperson shall nominate an OCC commissioner to serve as both the OCC liaison to the ad-hoc committee and serve as the ad-hoc committee chairperson. The nomination must be approved by a majority of the OCC. If an individual cannot be approved to serve as Chairperson of said ad-hoc committee, then no ad-hoc committee shall be formed.
 - 2.2.2 Ad-hoc committees shall last for no more than six months, but if further time is requested by the ad-hoc committee to be in existence, a majority vote of OCC is required to extend the subcommittee's length of existence for up to an additional six additional months. If additional time is requested by the ad-hoc committee after the first allowed extension by the OCC, another vote shall be required to reauthorize the ad-hoc committee for an additional to be determined length of time by the OCC.
 - 2.2.3 Upon the ad-hoc committee completing their work or being dissolved by the OCC, the ad-hoc committee members shall write a summary of their work completed, suggestions and recommendations, and any applicable facts and figures related to their work (i.e. costs, discussions held, next steps, etc.). This summary shall be presented at an OCC meeting within four (4) months of the ad-hoc committee dissolving.
- 2.3 **Review & Grants Committee** – is a standing committee responsible for settling public and inner-committee complaints regarding a decision by the OCC or one of the Communications Commission's committees within a reasonable time frame. They shall also be responsible to look for grant opportunities and engage with community groups, non-profits, and other entities to examine ways to bring in donations that can go towards the Communication Commission and its committees.
- 2.4 **Welcome, Website & Social Media Committee** – is a standing committee responsible for providing input, assistance, ideas, and content for the Borough of Oakland website and social media accounts. The Committee shall also be responsible for creating, maintaining, and researching ways for the Commission and the Borough to engage and welcome new residents of Oakland.
- 2.5 **Oakland Television Committee** – is a standing committee responsible for providing and upkeeping the Borough of Oakland's public access cable television channel.

- 2.6 **Newsletter Committee** – is a standing committee responsible for creating, assembling and distributing a newsletter to Oakland residents no fewer than four (4) times per year.
- 2.7 **Bulletin Board Committee** – is a standing committee responsible for updating, coordinating, and communicating with all applicable parties to complete the task of posting, updating, and maintaining the Oakland Television channel bulletin board.

Guidelines Applicable to All Standing Committees

- 2.8 All standing committees are overseen by at least one (1) OCC Commissioner. That Commissioner is to serve as the liaison for that committee to the OCC, but may also in addition serve as the Chairperson of that committee.
- 2.9 Each standing committee shall have a Chairperson and a Vice Chairperson, with the Vice Chairperson assuming the duties of the Chairperson should the Chairperson leave or is unable to complete his or her duties. If a Vice Chairperson becomes Chairperson of a committee, should the Chairperson leave or is unable to complete his or her duties, that committee shall meet and take a vote within 30 days of the resignation to determine who will serve out the remainder of the calendar year as Vice Chairperson. Vice Chairpersons may also assume other duties that can be determined by each individual standing committee.
- 2.10 A Committee reorganization meeting must be held each January and at that meeting a Committee Chairperson and Vice Chairperson shall be determined by a vote of the Committee members. The OCC Chairperson and Vice Chairperson shall be notified of the committee's decisions for who will serve as their committee leaders.
- 2.11 It is the Committee Chairperson's duty to run each committee meeting following Robert's Rules of Order and to oversee all equipment and software that is owned by the Borough but operated by that committee.
- 2.12 If a committee member is acting in a manner deemed inappropriate by the committee or has performed an illegal act while acting as a committee member, then that committee member shall get a hearing before the Review Committee as to whether they are allowed to continue volunteering with the committee. However, while undergoing the hearing, that committee member is not permitted to perform his or her duties.
- 2.13 Each Committee's Chairperson shall present any material deemed inappropriate for dissemination based on the guidelines put forth by the FCC, the companies that carry or broadcast the Borough's content, and the Borough's own set guidelines to the Review Committee to make a determination on what action should be taken (See Section 3).
- 2.14 All Committee work product shall not require prior approval by the Communications Commission before being disseminated, unless explicitly stated by the Commission.

- 2.15 Each Committee may implement its own set of additional guidelines or policies. However, before officially implementing any guidelines or policies, the OCC must approve them.
- 2.16 Committee Chairpersons must submit their committee's proposed following year's budget to the OCC Chairperson by the third Monday of September in order to be written into the following year's proposed budget package to the Borough.
- 2.17 For an interested volunteer to join a committee, they should first fill out a Volunteer Interest Form. Such form shall then be reviewed by the committee chairperson and/or vice chairperson who should respond to the interested volunteer within two (2) weeks. If there is mutual interest from the committee head/s and the interested volunteer, the interested volunteer shall attend at least one committee and/or OCC meeting to observe, meet fellow members, and ask questions. If still interested, the committee shall take a vote whether to accept the interested volunteer as part of the committee. If an interested volunteer is approved by a majority of the committee, the volunteer should then fill out any applicable paperwork with the Borough. The interested volunteer shall then be recognized as an official volunteer member of that committee.

Section 3 – Review & Grants Committee Guidelines

- 3.1 The Review & Grants Committee must contain at minimum three (3) members or alternatively, five (5) total members. Four (4) members shall not be allowed in order to ensure an odd number of committee members for voting purposes. One of the three members shall be the OCC Chairperson and the other two (2) required minimum members shall be other OCC Commissioners. The two (2) additional members may be chosen by the Commission to serve on the committee, but the members chosen must be a Commissioner, Commission alternate, and/or a Committee Chairperson. Committee members shall be chosen and approved by a majority of the OCC at the reorganization meeting at the start of every year. A Commission member must serve as Chairperson of the Review & Grants Committee.
- 3.2 Any person who resides in Oakland may request a ruling from the Review & Grants Committee regarding appropriateness of content disseminated through the OCC's channels of communication or to appeal a decision made by another committee or the OCC, if need be. The Review & Grants Committee shall ~~only~~ meet at least once per year and then at any other time when there is a matter brought up to the committee to address and a prompt determination must be made.
- 3.3 The Review & Grants Committee shall hear and render decisions regarding issues stemming from committee and commission volunteer actions that have been deemed inappropriate or controversial. The request for the Review & Grants Committee to hear such cases must come from a majority of the Communications Commission.
- 3.4 The Review & Grants Committee shall be in charge of determining if an OCC volunteer's remote access capability should be reinstated upon request by said volunteer. If the Review & Grants Committee grants approval for reinstated remote access, the

Committee shall inform the Borough Administrator so the Borough can make a final decision to allow for remote access reinstatement.

- 3.5 The Review & Grants Committee shall render decisions regarding inquiries of appropriateness from various committees within the Communications Commission in which the committee needs assistance in making a judgment call, though a formal meeting is not needed for the Review & Grants Committee to communicate and make a decision.
- 3.6 The Review & Grants Committee shall work alongside a designated Borough employee or Borough contracted entity, designated by the Borough Administrator, to look for grant funding and engage with non-profits and other organizations to encourage donations to support the projects and goals of the Commission and its committees. They shall discuss and determine if any found grants are applicable and align with the approved goals and plans of the Commission and/or one of the Committees. If so, the committee shall bring the grant and/or donation information to the attention of the Commission and/or Committee for them to determine if they want to apply or pursue the possible funding and/or accept a donation.

Section 4 – Welcome, Website & Social Media Committee Guidelines

- 4.1 The Welcome, Website & Social Media Committee shall provide assistance, content, ideas and suggestions to the Borough administration regarding the Borough website and social media channels.
- 4.2 The Welcome, Website & Social Media Committee shall be responsible for creating, maintaining, and researching ways for the Commission and the Borough to engage and welcome new residents of Oakland to inform them about, but not limited to, key information about the Borough, the Borough's different boards, committees, and commissions, non-profit entities within the Borough, and volunteer opportunities.

Section 5 – Oakland Television Committee Guidelines

- 5.1 A Content Submittal Form shall provide guidelines for the submission of content to be aired on the Borough television channel. The form shall include parameters for submitting content, which shall include a reasonable and likely expected wait time from the time a program is submitted until a program is broadcast (due to the nature of the Commission being a volunteer operation), and the acceptable formats with which content can be submitted and broadcast.
 - 5.1.1 This form shall be created and approved by the Oakland Television Committee and shall be available to be filled out in person at Borough Hall, by mailed or faxed request to the Oakland Communications Commission, or on the Borough website – via an online form and/or by downloadable document.
 - 5.1.2 Unless a program for broadcast is created by the Oakland Television Committee, the Communications Commission, or comes from a governmental department

or agency, all submissions for broadcast must include an accurately filled out Content Submittal Form in order for a program to air.

- 5.2 If there is an objection to the content of a recording that has been aired, all of these requirements and steps must take place:
 - 5.2.1 The objection must be made by an Oakland resident;
 - 5.2.2 The objection must be made in writing and submitted to the Borough Clerk and/or presented to the OCC at one of their meetings, and/or given to the OCC Chairperson and the members of the Review Committee;
 - 5.2.3 The Review Committee shall meet and render a decision promptly on the objection and what course of action should be taken.
 - 5.2.4 If the Oakland resident is still unsatisfied with the decision, the resident should bring their complaint to the Borough Council for further review and any potential action.
- 5.3 The weekly television programming schedule shall be determined by the Oakland Television Committee, with input from the Communications Commission, when necessary.
 - 5.3.1 The Oakland Television Committee shall establish sensible and equitable programming and scheduling standards to ensure that the greatest variety of programming can be broadcast, while at the same time maintaining a regular and consistent schedule for recurring programs.
- 5.4 No public previewing of submitted materials is permitted and no programming shall be made available to the public until the recording has been aired. If necessary, the OCC and Review Committee members are permitted to review a program at any time.
 - 5.4.1 If a program is viewed by anyone on the OCC, Review Committee, or the Oakland Television Committee, that person or those persons are not permitted to discuss the content of any program to any person outside the Communications Commission, Review Committee or Oakland Television Committee prior to airing. If a committee member violates this “gag order” by speaking, then that committee member shall be removed immediately.
- 5.5 Admission to the Oakland Television Control Room will only be made available to the Oakland Television Committee Chairperson and Vice Chairperson, the liaison to the Oakland Television Committee on the OCC, the OCC Chairperson, and whomever else the Oakland Television Committee determines is necessary to have access.
 - 5.5.1 Admission into the “Outer Room”, off of the Television Control Room, shall be limited to Oakland Communications Commission Commissioners and members of any Oakland Communications Commission committee. Names of individuals permitted to access the Television Control Room and/or the “Outer Room” should be kept up-to-date and provided to the Oakland Police Department so

approved individuals can be let into the areas permissible with the Police Department's set of keys.

- 5.6 Oakland Television Committee produced programs that will be or have been aired, can be copied and provided by the Oakland Television Committee upon written request to the Communications Commission and/or the Oakland Television Committee. A fee shall be paid to the Borough and funds passed along to the OCC to cover time and materials rendered for the copying of the program.
- 5.7 The Oakland Television Committee shall have as a non-voting member of the Committee, a specified Control Room Manager/Engineer to be formally hired by the Communications Commission and the Borough to handle technical issues that may arise in the Control Room, as well as perform other tasks regarding maintenance and upkeep of the Control Room.
- 5.8 If any submission violates any of the Borough's set terms of allowable broadcast content, violates any FCC regulations, does not have a completed and accurate Content Submittal Form, or is submitted in a format that is unplayable with the equipment operated by the Oakland Television Committee, that submission shall not be broadcast.
- 5.9 The Chairperson and Vice Chairperson of the Oakland Television Committee, in addition to the Control Room Manager/Engineer, shall have the ability to access hardware and software that is essential to run the television station remotely, wherever that capability is feasible. Irresponsible actions taken with this remote access privilege by the volunteers shall result in suspension from the Oakland Television Committee pending further review by the Review Committee and the Borough Administrator. Irresponsible actions taken by the Control Room Manager/Engineer shall be immediately referred to the Borough Administrator for further review and action.

Section 6 – Newsletter Committee Guidelines

- 6.1 The Committee shall produce no fewer than four issues of the Borough Newsletter each year.
- 6.2 The costs for producing and distributing the newsletter shall be paid for by the Borough of Oakland to the Oakland Communications Commission's Newsletter Committee budget each year.
- 6.3 All content written by and submitted by others for the Borough Newsletter can be edited and is reviewed by the Newsletter Committee for clarity, accurateness, space, grammar, and spelling.
- 6.4 In the event there is a question of quality or appropriateness of submitted content, the Newsletter Committee will determine whether it will be published or not. The Committee may also seek guidance from either the Review Committee, the Communications Commission, or the Borough Attorney to render a decision.

- 6.5 The Newsletter Committee shall submit a budget request to the OCC every year to cover the cost of producing the newsletter.

Section 7 – Bulletin Board Committee Guidelines

- 7.1 The Bulletin Board shall accept announcements from departments, boards and committees of the Borough, local and regional school systems applicable to the Borough residents, regional and state agencies, as well as from Oakland nonprofit groups including civic, social, political and non-regularly scheduled events from religious organizations, and individuals not engaging in commercial enterprises. Non-profit groups that are not located within Oakland but are holding an event in the Borough are allowed to submit an announcement for the Bulletin Board, provided the event is opened to the citizens of Oakland to attend.
- 7.2 A Bulletin Board Submission Form shall provide the guidelines for the submission of a bulletin board message to be aired on the Borough television channel. This form shall be created and approved by the Bulletin Board Committee and shall be available to be filled out at Borough Hall, by mailed or faxed request to the *Oakland Communications Commission ATTN: Bulletin Board Committee*, or on the Borough website – via an online form and/or by downloadable document. There shall be no fee involved with submitting a bulletin board submission form.
- 7.3 The Bulletin Board Submission form shall include a reasonable and likely expected wait time from the time a request is submitted until a posting is broadcast on the Bulletin Board (due to the nature of the Commission being a volunteer operation).
- 7.4 The Bulletin Board Committee shall receive, process, create, and put on the air all appropriate messages that can be aired on the Borough's television channel's bulletin board. They shall also communicate with all other persons and entities that have access to post announcements on the bulletin board that have been approved by the Bulletin Board Committee and/or the Communications Commission.
- 7.5 The Bulletin Board Committee shall set standards of what information and requirements are necessary for the committee to successfully complete their duties. These standards include, but are not limited to, the look of the announcements, what information about the announcement is needed to create a posting, and the length of time permitted for an announcement to remain on the air. All bulletin board postings shall at minimum contain the name of the sponsoring agency or organization.
- 7.6 All volunteer members of the Bulletin Board Committee, if a formal request is made to the Bulletin Board Committee Chairperson and/or the Communications Commission Chairperson, may receive remote access posting privileges. Before access is granted, volunteers must complete several steps.
- 7.6.1 The Chairperson or Vice Chairperson of the Bulletin Board Committee and/or the OCC Chairperson will train said volunteer/s in how to use any software related to their remote access request.

- 7.6.2 Once trained, the volunteer will need to take additional training, if specified, by the Borough. At the conclusion of such additional training, the volunteer shall receive evidence that the training was passed or completed successfully and provide such evidence to the Borough Administrator (or the Administrator's OCC Designee) and also to the OCC Chairperson for records storage.
- 7.6.3 Once the Borough Administrator (or the Administrator's OCC Designee) has the evidence that the training was successfully completed, they will contact the Borough IT representative to set up remote access for that volunteer. The OCC Chairperson and/or the Control Room Manager/Engineer shall set up an account for the volunteer on the Bulletin Board posting software with the appropriate permissions for the volunteer.
- 7.6.4 When the volunteer leaves the committee or if a volunteer performs an inappropriate action which is against the set rules and guidelines of the Bulletin Board Committee, Communications Commission, and/or the Borough, remote access privileges will be revoked immediately. If a volunteer wants to reinstate their remote access, they will need to receive approval from the Review Committee and receive approval from the Borough.

Section 8 – Political Programming

- 8.1 Dissemination of all political programming shall stop airing at the time when polls close on any given Election Day.
- 8.2 The Oakland Television Committee shall determine the frequency with which political programming is broadcast based on the number of total political and non-political recordings to be aired over the course of a week.
- 8.3 All political television program submissions must also include a Content Submittal Form and all politically based bulletin board submissions must be accompanied with a Bulletin Board Submission Form.
- 8.4 Only candidates for the Oakland Board of Education, Ramapo-Indian Hills High School Board of Education, or those running for an elected position in the Borough, in addition to any established Oakland based political organizations or groups, shall be permitted to submit political programming.
- 8.5 The Oakland Television Committee and the Oakland Communications Commission find that it is in the public interest for residents to be informed about candidates running for local municipal and school board offices in the fall election. To that end, the Television Committee shall sponsor a "Candidate's Forum" - an informative television special to allow candidates to introduce themselves to the community and share their platform.
 - 8.5.1 The candidates will be made aware of the opportunity to participate and the guidelines regarding participation in the Forum upon receiving candidate filing information from the Oakland Borough Clerk, through the Borough website, or upon request to the OCC.

- 8.5.2 Any eligible candidate for local school board or a municipal office who wishes to participate in the Candidate's Forum must contact the Communications Commission in writing by August 1 to express their interest in taking part and shall also express which of two dates they would like to attend in order to be recorded.
- 8.5.3 Candidates shall choose either the Saturday following Labor Day or the second Sunday following Labor Day to attend and record their speech as part of the Forum. Recording will start promptly at noon. Exact recording times for each candidate will be determined by the Chairperson of the Oakland Television Committee, based on the information received regarding each candidate's chosen available date and shall be done in the order of office being sought (Mayor, Council, Regional High School Board of Education, Oakland Board of Education). The Chairperson of the Television Committee shall communicate with each candidate what time he or she should show up to be recorded for the Forum at least two weeks in advance. Only two dates shall be provided to candidates to record the Forum and no candidate shall be able to reschedule if they do not or cannot attend.
- 8.5.3.b If one of two recording days happens to be a religious holiday or an act of God prohibits the Forum from being recorded that day, the recording scheduled for that day will instead be held exactly one week later. If an issue/s further persists that precludes the Forum from being recorded, a rescheduled makeup date and time shall be decided solely by the Oakland Television Committee Chairperson and the candidate/s shall be promptly notified.
- 8.5.4 Each candidate will have no more than six (6) minutes for their Candidate's Forum segment. If during pre-recording of the segment the candidate wishes to have a do-over, only one additional take will be permitted.
- 8.5.5 If a candidate wishes not to air either of the two takes at the time that the Forum is being recorded, that request to opt-out shall be honored, and the candidate will forfeit their time as part of the Candidate's Forum. Candidates must express to the Oakland Television Committee Chairperson no later than one week after recording their segment that they wish to not have their segment aired, otherwise it will be included in the program as laid out in the bylaws. If a candidate drops out of the race, their video may be removed from the Forum at the discretion of the Television Committee Chairperson, however, any replacement candidate will not be permitted to be included in the Forum to take their place.
- 8.5.6 Candidate's Forum recordings will remain in the Television Committee archives, but shall also remain in a format and location easily available for the public to view for three (3) years after the Forum was recorded, at which time, it will be removed from that format at that location. If a candidate wishes to have their video removed from this format and location before the three (3) years has passed, a request must be made in writing to the Television Committee

Chairperson and Vice Chairperson no earlier than the day after the applicable election has passed. The Television Committee must remove the video and notify the candidate that their request has been completed no later than two (2) weeks after receiving the request.

- 8.5.7 Recordings of each candidate for the Candidate's Forum shall not be edited by the Communications Commission or the Television Committee in any way, except for adding proper titles and credits to the program.
 - 8.5.8 The Forum shall be made viewable to the public no earlier than the last Monday in September and shall be broadcast on Oakland TV through Election Day. The recorded segments shall be grouped together by office sought in the order of Mayor, Borough Council, Regional High School District School Board, and Oakland Board of Education. The order of candidate appearance in each grouping shall be by alphabetical order, based on the candidate's last name. If two or more candidates have the same last name, the order of those candidates will be determined by first name in alphabetical order.
 - 8.5.9 The Forum's broadcast times shall be advertised and made available for viewing through all mediums run by the OCC, for maximum public accessibility to view the Forum.
 - 8.5.10 Candidates shall be permitted to use any portion of the Candidate's Forum for their own campaign purposes, provided it is not misconstrued from the aired version of the Forum and that the Oakland Communications Commission and Oakland Television Committee is cited as the source of the video.
- 8.6 Politically based announcements or content shall not be posted on any Borough social media account or on the Borough website, aside from announcing/linking to where the Candidate's Forum can be viewed for ease and convenience of Borough residents.