



# Ottawa County

## **Photography in County Buildings Policy**

### **I. Policy**

The safety and security of Ottawa County personnel and its buildings, including those facilities' grounds, plans, configurations and features are of paramount importance because of the secured or confidential nature of many operations conducted therein, including but not limited to health, judicial, law enforcement, public record compilation activities and data storage. As a result, no officer, agent, employee or member of the public may photograph the interior of County facilities or make any photostatic copy or other reproduction of any County building plans, subject to the following exceptions:

- A. The person is photographing a publicly noticed meeting, gathering or hearing;
- B. The person is photographing individuals with their consent and if the focus of the photograph is the individual(s) and not on any security or other feature of the facility;
- C. The photograph is being taken with a camera that is not physically located on or above County Property; or
- D. The person has received the express permission of the County Administrator.

### **II. Statutory References**

MCL 46.11(l) authorizes the County Board of Commissioners to make rules and regulations regarding County Property.

### **III. County Legislative or Historical References**

Board of Commissioners Resolution Number and Policy Adoption Date: October 12, 2021;  
B/C 21-236

Board of Commissioners Review Date and Resolution Number:

Name and Date of Last Committee Review: Planning and Policy September 21, 2021

Last Review by Internal Policy Review Team: August 5, 2021



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### **IV. Procedure**

To ensure compliance with this policy, County officers, agents and employees should advise individuals who appear to be violating the policy of the photograph restriction and to refer any enforcement to the Ottawa County Sheriff's Department or Corporation Counsel. The County Administrator is directed to arrange for the procurement, installation and maintenance of appropriate signage notifying persons of this Policy

### **V. Review Period**

The Internal Policy Review Team will review this Policy at least once every two years and will make recommendations for changes to the Planning & Policy Committee.