



TO: COMO Mary Kirkwood, DCO
Dean McFarren , DCOS
Jim Losi, DCAPT-S
FROM: Mart Gardner, DSO-CS
CC: District Board, Staff, ADSO-CS, SO-CS & FSO-CS
SUBJ: Feburay's District 113, Communication Services (CS) Report

Topic Summary:

1. **Government Shutdown**
2. **Moving District Web Pages**
3. **New “Marine Safety” Photo Album**
4. **The District’s “Suggestion Box” has moved**
5. **District Web Page Updates**

Topic Details:

1 Government Shutdown

1.1 The CS team was not impacted a lot by the shutdown. As working at home was approved and most of the CS work is done from home we were able to keep things going.

2 Moving District Web Pages

The District CS team has been working for the past few years to align the District’s website more with the organizationally structure. We are about to make some major changes to the left-side menu. A new menu item “Leadership (L)” will be added.

So that we don’t stress the members and public whom rely on the site for information we will take the following actions. A temporary page will be posted in place of the page being moved. The temp page will show a graphic where the original page was moved, as shown to the right.

Services will become the new Leadership (L) home page

The following pages will be moved under the new Leadership (L) menu item;

- Commodore 2019
- Sector Coordinators
- Awards Committee
- Civil Rights
- Finance and renamed to “District Finance”
- Legal and renamed to “District Legal”
- Secretary: Records and renamed to “Secretary & Records”
- Suggestion Box

Reports & Minutes will be moved under the Leadership (L) > Secretary & Records menu item.

Two new pages will be added;

- PCA under the new Leadership (L) menu
- Food Services under the existing Support (S) menu
- The NORTHWIND will move under the Support (S) > Publications menu and renamed to “The Northwind”



3 New “Marine Safety” Photo Album

3.1 And all new photo album has been added to the District Photo Gallery. Will Sumner made a request to stand up this new photo album. Keep an eye on this new album as Marine Safety photos are add.

3.2 This new Marine Safety album is open to all Division and Flotillas to add there Marine Safety photos. If any CS officer would like to add the link to the album to their unit’s pages make a request of Mart (DSO-CS) for the URL.

4 The District’s “Suggestion Box” has moved

4.1 The COMO requested we move the Suggestion Box from a sub-menu to a top menu on the left-side.

4.2 The Suggestion Box is a way to make a suggestion right to the District leadership, i.e. Mary DCO and Dean DCOS by using this suggestion page. The suggestion is emailed to this two and no ware else. Only if the DCO

wants to share the suggestion does it go any farther. This is the only approved way to by pass the chain of command if you have a suggestion.

5 District Web Page Updates

5.1 BK Barr reports that he has completed the following:

- 5.1.1 Edited officer photos.
- 5.1.2 Removed "Lynn" and replaced with "Keenan" on DIRAUX headers.
- 5.1.3 Added government shutdown page to "What's New."
- 5.1.4 We are continuing to hunt down DSO photos.
- 5.1.5 Continued to confirm links are working on pages.
- 5.1.6 Fixed problems with south bay division websites (lack of local qualified cs staff)

ADSO-CS Staff; The District ADSO-CS (ADSO-CS reports are included in the DSO-CS report)

- o Mike Thompson, 7-2 (Deputy, ePostmaster)
- o BK Barr, 4-6 (Reports & Minutes)
- o Christopher Ince Jr., 10-6 (DIRAUX, PIO, Members)
- o Dyane Mohr, 1-4 (P – Prevention)
- o Anthony Thorsson, 1-7 (S – Support)
- o **Unassigned**, (R – Response)
- o Glenna Gardner, 7-2 (Calendars)
- o Carl Henning, 7-6 (On-Line Reg., ePostmaster)

Division and/or Flotilla CS Report Summaries; (Summary of reports received from SO-CS and FSO-CS)

- 1 Division 01, SO-CS Kevin Luke, report received
- 2 -No Division-
- 3 Division 03, SO-CS Ernest Shih, report received.
 - 3.1 Updated safety decal, contact and links.
 - 3.2 Flotilla 3-1: No report.
 - 3.3 Flotilla 3-3: No new development.
 - 3.4 Flotilla 3-5: No report.
 - 3.5 Flotilla 3-10: Updated safety decal, contact and links.
- 4 Division 04, SO-CS Ryan Brown, no report received.
- 5 Division 05, Jon Sargent, report received.
 - 5.1 Updated main webpage photo for VCDR
Updated Diversity page calendar
 - 5.2 Flotilla 5-1
Updated WOW "What's New" page.
Updated WOW Calendar.
 - 5.3 Flotilla 5-2 Nothing new to report this month.
 - 5.4 Flotilla 5-3
Posted Facebook messages
Updated the WOW homepage and member profiles.
 - 5.5 Flotilla 5-5
Added WOW "What's New" page.
 - 5.6 Flotilla 5-7
Updated the WOW site to remove any gross inaccuracies.
Conducted training to show the use of AUX-Officer to find member contact data
- 6 Division 06, SO-CS Scott Galloway, report received
 - 6.1 The new website continues to expand. We added information about the div CPR class to the Member Training page, and the DockwalKer program to the VSC webpage. Added a page on Diversity after our division meeting.
 - 6.2 Fixed Capitola website and updated/edited an old district JavaScript file that the Capitola website depends on, which was submitted to our District CS Mart Gardner.
 - 6.3 Planning to add some pictures to the Capitola website.
 - 6.4 Planning on fixing/updating Monterey website.
- 7 Division 07, SO-CS Rex Miner, report received
 - 7.1 Went thru and updated the information on the pages of the web for the division. Still in need of more information on what is happening from each of the division officers and board members and if anyone has any pictures of the events of this year please forward them to me.
- 8 Division 08, SO-CS [Open Position], no report received
- 9 -No Division-
- 10 Division 10, SO-CS Christopher Ince, report received

- 10.1 Discovered DSO-AV, DSO-PE, and DSO-DV pages show incorrect officers. Attempting to make contact with the correct officers to get their photos and info
 - 10.2 Added November meeting minutes to Division website
 - 10.3 Completed migrating all Division photos onto Google Photo account
 - 10.4 Google Photos have all successfully been migrated and now I've started on the Kaweah Flotilla account.
- 11 Division 11, SO-CS Thomas Komadina, report received
- 12 Division 12, SO-CS John Bogert, no report received

End of DSO-CS Report
Respectfully submitted,
Mart Gardner, DSO-CS