

# Family Partnerships of Central Florida

## POLICY

<b>Series:</b>	<b>Board Governance</b>	<b>COA: ETH 1; HR 5 CFOP: 15-15</b>
<b>Procedure Name:</b>	Crisis and Media Communication	
<b>Procedure Number:</b>	GOV018	
<b>Reviewed Date</b>	6/19/2025	
<b>Revision Date:</b>	6/26/2025	
<b>Effective Date:</b>	8/06/2004	
<b>Applicable to:</b>	Family Partnerships of Central Florida Family of Agencies (FPOCF FOA) Governance and Advisory Board of Directors, Family Partnerships of Central Florida Family of Agencies Volunteers, Staff and Contract Providers	

**PURPOSE:** It is the intent of Family Partnerships of Central Florida to ensure that all written or verbal communication or interaction with the media is managed in a consistent manner by designated company spokespersons. This policy establishes the perimeters surrounding media contact for staff, board directors, and partners or providers to follow regarding any incident which may be deemed a crisis and would garner media or public attention, or interest.

**References:** Florida Statutes: 39.202, GOV008: External Communication, PBR3007: Crisis and Media Communications

Any statement, communication or interaction with the media or the public regarding an incident involving an individual or individuals served within the FPOCF FOA, whether it involves Family Partnerships of Central Florida or one of its Partners or Providers, its staff, volunteers, contracted personnel, or companies, will only be made by the President and Chief Executive Officer or a representative designated to communicate information with the authorization of the President and Chief Executive Officer.

FPOCF FOA Officers, family of agencies board directors, committee directors, volunteers and employees, other than those authorized by the FPOCF FOA President and Chief Executive Officer to specifically act on behalf of Family Partnerships of Central Florida may not conduct impromptu or pre-arranged interviews, make statements, provide background information or converse with any members of the media or its representatives, submit written opinions or information about the agency, its partners or providers for public consumption, nor present themselves in front of or address any member of the general public, without expressed authorization from the FPOCF FOA President and Chief Executive Officer.

Failure to adhere to the organization's communication policy may result in disciplinary action including but not limited to the removal of an individual from their position.

Approved by Family Partnerships of Central Florida Governance Board of Directors on June 26, 2025.

AS APPROVED BY THE BOARD OF  
DIRECTORS:



ERIC AUSTIN  
Board Chair

BY DIRECTION OF THE PRESIDENT AND CHIEF  
EXECUTIVE OFFICER:



PHILIP J. SCARFELLI  
President and Chief Executive Officer  
Family Partnerships of Central Florida

Signature Date: 8/2/2025

Signature Date: 08/04/2025

# Family Partnerships of Central Florida

## Communications Policy Acknowledgement:

My signature below signifies an understanding and agreement that all media requests will be deferred to the FPOCF FOA President and Chief Executive Officer or Designee. I agree that as an employee of Family Partnerships of Central Florida Family of Agencies, I will not confer or relinquish any information regarding Family Partnerships of Central Florida to any media source unless designated to do so by the aforementioned representatives. All media requests will be directed to the President and CEO or designee, who will respond in the most appropriate manner for the organization.

Additionally, I understand that should I violate this agreement I will be subject to disciplinary action up to and including termination of employment.

\_\_\_\_\_  
Employee Print Name

\_\_\_\_\_  
Supervisor Print Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date