

# Southwest Iowa MHDS Region

Website Privacy, Legal and Linking Policy



Geographic Area: The Counties of Cass, Fremont, Harrison, Mills, Monona, Montgomery, Page, Pottawattamie, and Shelby in the State of Iowa.

*APPROVED BY GOVERNING BOARD: 6/27/2022*

# Website Privacy, Legal & Linking Policy

Effective Date: June 27, 2022

Revision Date: n/a

Authorized by: Southwest Iowa MHDS Region Governing Board

If you have questions about the following policy, please email the Region's Privacy officer at [Imaguire@swiamhs.org](mailto:Imaguire@swiamhs.org).

## **Purpose**

It is the purpose of Southwest Iowa MHDS Region (Region) to provide accurate content on its website that will inform the region's citizens about region services, operations, projects, and special events, and provide information from region personnel. In addition, the website should be used to facilitate the delivery of services provided by Southwest Iowa MHDS Region to its citizens.

## **Public Disclosure**

As a government agency, the Region is subject to Iowa Public Record laws. Chapter 22 of the Iowa Code governs the Examination of Public Records (Open Records). Any information provided to the Region through the Region's website may be subject to the same laws as information provided to the Region on paper. Therefore, all information collected on the Region's website may become public record and subject to inspection by the public, unless exempted by law.

## **Privacy**

A computer communicates with the Region website using a particular Internet Protocol address (IP). Like most sites, the Region can track the user's IP address when visiting the site. The IP address allows the Region to track for each user, information such as the IP address, the browser type, and the identity of the user's Internet service provider: however, the IP address does not provide any personally identifiable information and allows the user to remain anonymous. This information helps the Region to improve site navigation and to make improvements to the Region's website and content.

To the extent that the Region website contains or may in the future contain online registration forms for special activities or other services, an applicant may be asked during the application process for name, address, e-mail address, phone number, birth

date, or other general or special purpose information needed to complete registration for the specific activity or service.

To the extent that the Region website contains or may in the future contain online payment services, the Region will collect personal information, such as name, postal address, e-mail address and credit card number should you decide to use an online payment service.

### **Website Disclaimer**

The Region website is maintained to provide information to the public. Information found on the Region's website has been compiled from a variety of sources and is subject to change at any time and without notice from the Region. While every effort is made to keep such information accurate and up to date, the Region assumes no liability for damages incurred directly or indirectly because of errors, omissions or discrepancies. The Region's Leadership is responsible for the management and oversight of the Region website. Questions or comments concerning information contained in the Region's website should be directed to Lonnie Maguire at [Imaguire@swiamhds.org](mailto:Imaguire@swiamhds.org). Comments about the Region's website are welcome from any source and are always appreciated.

By using the Region's website, the user assumes all risks associated with its use, including but not limited to the risk of damage to computer, software, or data by any virus, program, or file, which might be transmitted through the Internet. Under no circumstances shall the Region be liable for any damages resulting from the use of the website or any external link. Any potential lawsuit or dispute shall be filed in Pottawattamie County, Iowa.

The opinions expressed in any linked websites are not those of the Region, and any questions on other websites should be addressed to the entity sponsoring such site.

### **Permitted External Links**

The Region website contains links to other websites as a convenience to the public and does not constitute an endorsement. The Region is not responsible for information contained on sites linked from any Region page and has not reviewed such for accuracy or legal sufficiency. The Region is not responsible for the actions and policies of these linked websites and recommends the privacy policies of each website be reviewed before supplying personally identifiable information.

The Region permits the establishment of links to external websites on the Region's official website solely in conformance with this policy. In the establishment and maintenance of its official website, the Region does not intend in any manner to create a forum or other means by which public disclosure, exchange of opinions, debate, or discussion on issues of any nature may occur. Rather, the sole and limited purpose of

this Region's website and permitted external links is to provide non-political and/or non-religious information of a factual nature about the Region including various services and resources available within and around the Region, or as may be available from other government agencies.

### **Links to Region's Website**

Advance permission to link to the Region website is not necessary. However, be aware that Region's subpages (i.e., services, trainings, etc.) may change at any time without notice. Entities and individuals linking to Region's website must continuously verify links to our subpages.

Entities and individuals linking to the Region website shall not capture Region's website pages within frames, present Region's website content as its own, or otherwise misrepresent Region website content or misinform users about the origin or ownership of Region website content. Any link to the Region website should be a full forward link that passes the client browser to the Region website unencumbered. The Back button should return the visitor to its site if the visitor wishes to back out.

### **Removal of External Link**

The Southwest Iowa MHDS Region Governing Board or their designee is authorized to remove any external link at their sole discretion or if the nature of the organization or business to which the link relates no longer complies with this policy; and discontinue an external link at any time if an entity's website provides or promotes false, slanderous, illegal, immoral, offensive, or incorrect information at any time.

### **Notice to Region**

Communications made through the Region's website shall in no way be deemed to constitute legal or official notice to the Region, its agencies, officers, employees, representatives, or agents with respect to any existing, pending, or future claim or cause of action against the Region or any of its agencies, officers, Employees, representatives, or agents where notice is required by federal, state, or local law. No communication to the Region made through the website shall be deemed to constitute legal or official notice for any purpose.

### **Public Notices**

When the Region places notices of items on its website, such as schedules for upcoming public meetings or hearings, it does so only to facilitate public access to such information, as a supplement to the legally required methods of posting notices.