



REPORT TO THE FAR WEST DIVISION  
**PROGRAM STATUS REPORT**

*2016-2017 SEASON REPORT – due: JULY 5 ~~JULY 10, 2017~~*

**PROGRAM: WEB SITE**

**FROM:** Rye Livingston

**DATE:** June 29, 2017

**Limit report to 1 page — do not send as PDF — email to Secretary jrwaits40@gmail.com**

**SEASON HIGHLIGHTS — total classes — total participants**

A few supervisors provided a photo and brief patrol bio for their program page, which makes them more approachable and accessible to Regional Supervisors.

Janice and I have have created a logical file naming structure and started posting past meeting minutes and reports in the archive page.

**GOALS FOR COMING SEASON:**

Get all the program pages updated with photo and bios, and current content.

Work with Chuck and Janice to orgainize and post past newsletters, meeting minutes and reports potentially back to 1975. This will include keeping orgainized folders of archive files per year on hard drive as well to be able to repost files to website if needed.

**ISSUES and RESOLUTIONS:**

Main issue is some old content. Some pages still refer to calendars one or two seasons old. Other pages have very static content that never changes. Some of that is OK, but it's also pretty boring.

Each advisor is responsible for the content on the page for their program. It's their opportunity to "sell" and promote their program to the regions, and how they can be of help. It needs to be compelling and clear what service and/or assistance they are offering. I'll be working with supervisors to update, along with ADDs to help faciliate participation.

Archive project is time intensive, with what I believe will be information that will seldomely be accessed. Slow and steady pace will get this done.

Submit to: Secretary Janice Waits