

Internet Forum Plan for the Metropolitan Council of Nashville and Davidson County

1. The Metropolitan Council of Nashville and Davidson County will host an internet forum on a cloud-based service. This service will be available to the public at all times other than that necessary for technical maintenance or unforeseen technical limitations. Access to the forum will be available on Nashville.gov.
2. The Metropolitan Information Technology Services (ITS) Department will provide technical support for the forum to ensure that it functions properly, but will not delete or edit any comment posted. Metropolitan Council Office staff will also maintain and administer the internet forum, but will not delete or edit any comment posted.
3. A link to the forum will be published on the Metropolitan Council web page with a contact email address and phone number to report problems. A link to the forum will be available on the Metropolitan Council's website, nashville.gov/departments/council.
4. A password will be required for Metropolitan Council members to access and post to the forum. After five wrong password attempts, an account will be locked out of the system for 15 minutes. The ITS Department will inform members of the Metropolitan Council by email when a password must be changed.
5. All communications will remain on the active page for at least one year. On a regular basis, the Metro Council Office will archive and remove postings that have been on the forum for over one year.
6. The cloud service provider is able to retain the data and information on the forum for at least one year, and members of the public will be able to access the archived communications on the same page as the internet forum. The internet forum system has the capability to retain data in perpetuity, and all data will be retained for the duration of the license. If the license for the internet forum is terminated, there is capability for any data to continue to be retained for a period of at least one year.
7. Only members of the Metropolitan Council can post to the forum. Members of the public will have access to view the forum, but cannot post to the forum.
8. Members of the Metropolitan Council are prohibited from using the forum until they accept the "Terms of Use Agreement" of the forum, a draft of which is attached to this plan.
9. Free public access to the forum will be available at the Nashville Public Library and the Metropolitan Clerk's Office in the Historic Metropolitan Courthouse at 1 Public Square.
10. The Metropolitan Council acknowledges that the forum cannot be used until the Office of Open Records Counsel issues a Report of Compliance.
11. Notice of the Metropolitan Council's intention to explore the establishment of an internet forum was first given through Resolution No. RS2020-173, adopted on January 21, 2020. This resolution requested the Metro ITS Department assist the Metropolitan Council in the creation of a plan to implement an internet forum, consistent with the Tennessee Open Meetings Act and Tennessee Code Section § 8-44-109.
12. As long as the Metropolitan Council chooses to utilize an internet forum, it will fulfill its statutorily set responsibilities regarding that use. Failure by the Metropolitan Council to fulfill its ongoing responsibilities will render the Report of Compliance void. If the Metropolitan Council determines that it is no longer going to utilize the forum, notification will be given to both the public and the Office of Office of Open Records Counsel.

Internet Forum Terms of Use Agreement

Metropolitan Council of Nashville and Davidson County

1. This forum is for the exchange of ideas and/or questions. It is not to be used for personal attacks or to promote commercial or private ventures. This forum is to be used to discuss Metropolitan Council matters only.
2. The only users allowed to post are members of the Metropolitan Council (hereinafter "members"), but the content is available to the public.
3. No one other than a member may post to the forum, and a member may not allow anyone else access to his/her account.
4. The use of objectionable or inflammatory remarks shall be avoided.
5. Once posted, the communication will remain available over the internet for at least one year. Comments posted in error cannot be deleted and will not be edited.
6. The forum will be password protected. After five wrong password attempts, an account will be locked out of the system for 15 minutes. Each member shall notify the Metropolitan Information Technology Services Department if his/her password is compromised.
7. Each member shall protect his/her password so that no one else may post in the member's name. The Metropolitan Government of Nashville and Davidson County will assume that items posted from a member's user account came from the member.
8. If a member has his/her computer remember passwords, the member must protect access to his/her computer.
9. The forum will be available at all times except for technical maintenance or unforeseen technical limitations.
10. The views expressed on the forum are those of the posting member. It should not be assumed that the views expressed represent the official views of Metropolitan Government of Nashville and Davidson County.
11. Communication over the forum is not a substitute for decision making in an open meeting held in accordance with the Tennessee Open Meetings Law. The Metropolitan Council meeting is where official votes are taken.
12. Participation in the forum is not eligible for any per diem reimbursement.

I, _____, acknowledge that I have read and agree to these terms of use for the Metropolitan Council of Nashville and Davidson County Forum. Signature on this "Terms of Use Agreement" acknowledges receipt of a copy of Public Chapter 175, Acts of 2009.

Signature: _____
Member of Council

Date: _____