

**GNRC RESOLUTION 2017-07**

**A RESOLUTION ADOPTING NEW AND AMENDED POLICIES AND PROCEDURES**

**WHEREAS**, the Greater Nashville Regional Council (GNRC) desires to adopt the following new policies and procedures; and

**WHEREAS**, these policies and procedures are necessary to provide clarity and transparency to staff and the communities that GNRC serves; and

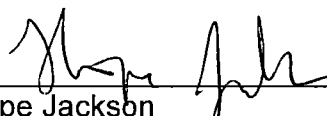
**WHEREAS**, the GNRC Personnel and Finance Committee has reviewed and recommends adoption of the new policies and procedures as set forth below:

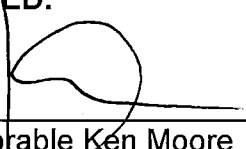
- Appointment Procedure for the Executive Director and Interim Executive Director
- Procedure for filling open GNRC positions
- Limited English Proficiency (LEP) policy
- Non-discrimination Policy and Complaint Procedure
- Sexual Harassment Policy
- Substance Abuse Policy
- Open Records Policy
- Front Desk Visitor Sign-In Policy
- Web 2.0 Use Policy and External Guidelines

**NOW, THEREFORE, BE IT RESOLVED**, by the Executive Committee of Greater Nashville Regional Council that the policies and procedures described above are hereby approved and adopted.


**RESOLVED**, this 16<sup>th</sup> day of November, 2016, the public health, safety, order, prosperity, and general welfare of the citizens of this region requiring it.

**APPROVED AS TO FORM AND LEGALITY: APPROVED:**

  
\_\_\_\_\_  
Hope Jackson  
Chief Legal Counsel

  
\_\_\_\_\_  
The Honorable Ken Moore  
President

**ATTEST:**

  
\_\_\_\_\_  
Michael Skipper  
Executive Director and Secretary

## **WEB 2.0 USE POLICY & EXTERNAL USER GUIDELINES**

### **Web 2.0 Use Policy**

GNRC social media channels and blog provide an opportunity for sharing & discussing information about GNRC-relevant programs and activities. Comments/opinions expressed by users of social media channels (facebook, Twitter, YouTube, Flickr, LinkedIn, blog) are theirs alone and do not reflect the opinions of the GNRC or its employees. All public comments are reviewed and screened to ensure compliance with the external user guidelines provided below. GNRC encourages members of the public to submit their questions, comments, and concerns, but please note that all GNRC social media channels are moderated online discussion sites, not a public forum.

### **External User Guidelines**

GNRC strictly prohibits posts that contain the following:

- graphic, obscene, explicit, racial or otherwise discriminatory comments or submissions;
- comments that are abusive, hateful or intended to defame anyone or any organization;
- solicitations or advertisements including the promotion or endorsement of any financial, commercial or non-governmental agency, and any attempts to defame or defraud any financial, commercial or non-governmental agency;
- comments that suggest or encourage illegal activity;
- comments promoting or opposing any person campaigning for election to a political office or promoting or opposing any ballot proposition; and
- links to external content that is not relevant the discussion thread, blog, or post.

GNRC requires all authors and public commentators to be clearly identified. Anonymous blog postings will not be allowed. Personal responsibility for comments is assumed.

GNRC will make every reasonable effort to review comments on a daily basis and reserves the right to discard messages that do not follow these guidelines.

User comments will not be edited by GNRC, they will be accepted or deleted in their entirety.

Public comments on GNRC-generated content should be limited to comments related to the posted topic. GNRC social media channels are not the proper place to express opinions or beliefs not directly related to subjects/areas in which the GNRC conducts its business.

GNRC may reply to posts or comments in an effort to discuss an idea, clear up misunderstandings, or otherwise work through whatever issues a user is having.

GNRC encourages comments on content shared via its social media channels, as all viewpoints are welcome, but citizen participation must be constructive.

GNRC social media channel or blog shall be moderated by an authorized and trained Web 2.0 moderator (namely, the GNRC Executive Director or his designee).

Communications made through e-mail and messaging systems within social media channels will in no way constitute a legal or official notice or comment to the GNRC (or any official or employee of GNRC) for any purpose. For example, a post, comment, Tweet, or facebook IN-mail that asks the GNRC to provide public records will not be considered a public records request until being sent through the proper channels.

Comments on GNRC plans and work programs to be entered into the public record shall be submitted through traditional means, or the formal planning process. Inquiries specific to a GNRC project or

program should be submitted directly to the appropriate project or program manager or multi-modal planner via the GNRC staff roster available at <http://www.gnrc.org>.

As social media is a fast-evolving means of public interface, this policy statement is subject to amendment or modification at any time to ensure its continued use is consistent with its intended purpose as limited forum.

Questions or concerns regarding the GNRC blog or presence in various social media channels should be directed to the GNRC Executive Director at [mskipper@gnrc.org](mailto:mskipper@gnrc.org).