RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA

RESOLUTION NO. 2009- 025

RE: POLICY RELATING TO MANDATORY USE BY ADVISORY COUNCIL MEMBERS OF COUNTY-PROVIDED E-MAIL ACCOUNTS

WHEREAS, pursuant to Chapter 119, Florida Statutes, all email correspondence made or received pursuant to law or ordinance or in connection with the transaction of official county business is a public record and must be made available to the public upon request for viewing and/or copying for the duration of the statutory retention period; and

WHEREAS, email correspondence made or received by Sarasota County ("County") advisory council members that is related to the business of that members advisory council, whether written or received on an advisory council member's personal computer, is a public record subject to the requirements of Chapter 119, Florida Statutes; and

WHEREAS, in order to ensure that all email made or received by County advisory council members related to the business of their particular advisory council is readily available to the public upon request and in an effort to protect the personal email accounts of County advisory council members from public inspection, the County has issued County domain email accounts to all County advisory council members to be used in sending or receiving emails related to the business of their particular advisory council..

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA, in public meeting assembled, that:

1. County advisory council members are hereby required to use the County-issued email accounts for all email correspondence, received or sent, that relates to the business of their respective advisory council(s). In the event, an advisory council member receives an advisory council-related email on his/her personal email account, he/she is to immediately transfer that email to his/her County-issued email account and reply to that email from the County-issued email account.

2. Any member of an advisory council who uses an e-mail account other than the County-issued email account for business related his/her advisory council will be subject to removal from the County advisory council.

3. Each current advisory council member shall sign an acknowledgement of this policy and acceptance of this policy will be required by all applicants to an advisory council upon making application to serve.

2009 MAR 17 PM 2:08
KAREN RUSHING
CLERK OF THE CIRCUIT COURT
SARASOTA COUNTY, FL
BOARD RECORDS
FILED FOR RECORD

4. This Resolution shall take effect immediately upon adoption.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA, this 10th day of March, 2009.

BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA

By: _____
Jon Thaxton
Chairman

ATTEST:

KAREN E. RUSHING, Clerk of the
Circuit Court and Ex-Officio Clerk of the
Board of County Commissioners of
Sarasota County, Florida

By: _____
Deputy Clerk