

TALLAHASSEE FIRE PROTECTION DISTRICT

RESOLUTION NO. 2020 - 006

**RESOLUTION ADOPTING A POLICY
FOR @TALXFIRE.COM GOOGLE EMAIL ACCOUNTS**

WHEREAS, the Tallahassee Fire Protection District (the “**District**”), acting by and through its duly appointed Board of Directors (the “**Board**”) desires to establish a uniform policy for the retention of @talxfire.com individual Google email accounts once a Board member or supporting staff has resigned or whose term has come to an end in order to provide good order and administration for the District; and

WHEREAS, the Board has considered this issue and discussed it at the regular meeting of the Board on May 11, 2020, with additional discussion at the regular meeting of the Board on June 8, 2020; and

WHEREAS, in accordance with Resolution No. 2018-006, the Board wishes to uphold the retention of email records for a period of ninety (90) days; and

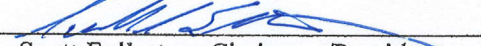
WHEREAS, the Board has deemed that for such individual Google email accounts, they will be initially suspended for ninety (90) days; with deletion of such individual Google email account after the ninety (90) day period in the interest of good order and administration;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tallahassee Fire Protection District as follows:

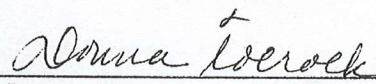
The Board hereby adopts a policy that all official email correspondence contained in @talxfire.com Google email accounts of Board members and/or any supporting staff that has resigned or whose term has come to an end, to be initially suspended for ninety (90) days with permanent deletion of such individual Google email account thereafter.

ADOPTED this 8th day of June 2020.

TALLAHASSEE FIRE PROTECTION DISTRICT

By 
Scott Fullerton, Chairman/President

ATTEST:

By 
Donna Toeroek, Acting Secretary