Title: TV Forsyth Government Access Channel General Policies and Guidelines
By Authority: Forsyth County Board of Commissioners
Contact: Director of Department of Communications
Effective Date: October 18, 2007
Revised:

I. Purpose of Policies and Guidelines

To provide general guidelines and policy direction to the Director and Department staff for the use and operation of Forsyth County's government access channel, TV Forsyth.

II. Definitions

AT&T: BellSouth Telecommunications, Inc. d/b/a AT&T Georgia.
Comcast: Comcast of Georgia/Virginia, Inc. to be replaced by Comcast Cable Communications Management LLC, on behalf of Affiliates upon the issuance by the Georgia Secretary of State of a state franchise to said entity.
County: Forsyth County, Georgia.
Current term elected official: Any elected government official.
Department: The Department of Communications for the County.
Director: The Director of the Department. If in any instance the Director is unavailable to make a decision, the County Manager or their designee may make needed decisions.
Emergency programming: Programming that addresses any actual or threatened enemy attack, sabotage or extraordinary natural or man-made disaster, including but not limited to fire, flood, storm, epidemic, industrial accident, or other impending or actual calamity endangering or threatening to endanger health, life or property.
Governmental agency: A subdivision, agency, department, or other unit of the State of Georgia or the United States of America.
Program: A video production.
Bulletin board system: A video broadcast system that creates written announcements with or without audio to run in scheduled time slots and sequences on TV Forsyth.
Policies: These TV Forsyth Government Access Channel General Policies and Guidelines.
Programming: Programs produced for broadcast that may include a script, dialogue or text, graphics, audio, filming, and editing.
TV Forsyth: The County owned and operated government access channel administered by the Director.
Government access: The County is the sole owner of TV Forsyth and has complete editorial control over all programming and services provided on TV Forsyth. **A government access channel is a non-public forum, and is not a public access channel**.

III. Purposes of TV Forsyth

1. To inform County residents, through programming and the electronic bulletin board system, about the local government and the services it provides.
2. To facilitate the workings of the County government.
3. To provide educational and informational programming to enrich the lives of the residents of the County.

IV. General Policies

1. All Federal Communications Commission (FCC) rules and regulations pertaining to government access television will be followed.
2. The County in all cases will retain programming control over TV Forsyth, which constitutes a non-public forum.
3. The Director in all cases will retain editorial and programming control over TV Forsyth and will ensure that all programming is viewpoint neutral.
4. All official County governmental meetings scheduled to air will be shown in their entirety from "gavel to gavel," except for closed meetings under the Georgia Open Meetings Act and notwithstanding any technical difficulties; no editing of content of such meetings will be permitted except as may be required by FCC regulations or other applicable federal or state laws or regulations.
5. Programming is at the discretion of the County Manager or their designee, the Director or the Director's designee, within the parameters of these Policies.
6. All County original programs, including programs procured by the County pursuant to an agreement with an independent contractor, will be under copyright control of the County. Programs containing copyrighted materials not under the copyright control of the County will not be broadcast without proper written evidence of authorization and permission.
7. TV Forsyth staff and resources are for the exclusive use of the County, provided that the Director, in his/her sole discretion, may allow use of TV Forsyth staff and resources by the City of Cumming, Georgia, the Forsyth County School System, or other Governmental Agency subject to availability of facilities, equipment, staff, time and funding.
8. Use of TV Forsyth equipment shall be restricted to government access related activities and shall only be by designated County employees, volunteers and/or interns under the supervision of the Department. Loaning, renting or use of TV Forsyth equipment for personal, commercial or other non-governmental use is prohibited.
9. These Policies will be reviewed and revised on an as-needed basis. Revisions to the policies must be approved by the Forsyth County Board of Commissioners.

10. Programs are subject to repeat airings. Any repeat airing shall be in the sole discretion of the Director.
11. County staff shall not be responsible for inadvertent erasure of or damage to video recordings submitted to TV Forsyth. The submitter should keep an archive copy of the video recording so that a duplicate video recording can be made and broadcast in the event the original video recording is unable to be aired due to technical difficulties related to the video recording.
12. The County is not responsible for statements made during public meetings such as commission meetings.
13. Opinions expressed on TV Forsyth through its programming are not necessarily those of the County government, Board of Commissioners and/or County staff.
14. No Warranty: the County does not warrant the accuracy of any information that is broadcast on TV Forsyth and shall not be liable for the broadcast of any inaccurate information on TV Forsyth.
15. The County shall have no obligation to broadcast live programming on TV Forsyth.
16. The County shall have no obligation to provide continuous programming or to provide programming at any particular time(s) on TV Forsyth.
17. The Department shall only receive programming for TV Forsyth in such format(s) which are consistent with programming standards and capabilities.
18. Submissions for programming must be provided to the Department at least seven (7) days prior to the desired date of broadcast, provided that the Department reserves the right to broadcast submissions received less than seven (7) days prior to the desired date of broadcast, and further provided that the County does not warrant that any submission will be aired at any particular time.

V. Broadcast Priorities

TV Forsyth programming shall be provided pursuant to the following list of descending priorities:

1. Emergency programming.
2. County programming or, subject to the restrictions contained in these Policies, programming submitted to County departments by the City of Cumming, Georgia, the Forsyth County School System or any other Governmental Agency.
3. Bulletin board system announcements.
4. Educational and informational programming.

VI. Programming Inclusions, Exclusions and Sources

TV Forsyth is not intended as a political or campaign forum, as a public access channel or as a mechanism or medium for building support for any particular

policy, program or issue or for the expression of any particular opinion or viewpoint. TV Forsyth shall be a non-public forum, and all programming broadcast on TV Forsyth shall be viewpoint neutral.

Programming will include:

1. Governmental meetings.
2. Government programming.
3. Bulletin board programming.
4. Educational and informational programming as deemed fit by the Director for a government access channel.
5. Emergency programming.

Programming will exclude (except as otherwise required or allowed by these Policies):

1. Political statements by any individual or entity, including but not limited to any political statement that has its purpose, or has the effect of, the promotion of or expression of opposition to: a) any campaign for election of any person to any office; or b) any referendum, except insofar as such statements may be made during a meeting of the Board of Commissioners or during coverage authorized by these Policies.
2. Advertising, material of a commercial nature, lotteries or fundraising, unless officially sanctioned by the County and otherwise consistent with all applicable laws and regulations.
3. Material that constitutes obscenity, profanity, pornography, violent material, libel, slander, invasion of privacy, violation of trademark, copyright or other intellectual property rights, or material which might violate local, state and/or federal laws or regulations.
4. Any material which promotes any religious belief or religious philosophy.
5. Programming that does not meet acceptable broadcast standards, as determined by the Director, for video and/or audio quality.

The County does not warrant that information described above will not inadvertently be included in programming of TV Forsyth.

Sources of Programming:

Sources of programming on TV Forsyth shall be limited to the following:

1. Programming produced by County staff, or initiated by County staff and produced by an independent contractor pursuant to an agreement with the County.
2. Programming of an educational or informative nature procured by County staff from the City of Cumming, Georgia, the Forsyth County School System or other Governmental Agency, provided that the County shall be under no obligation to accept or broadcast all or any of such programming by any such third party. The County shall retain the sole discretion with

respect to accepting and/or broadcasting such programming, and any such Governmental Agency wishing to tender programming to the County shall be required to execute a formal acknowledgment confirming their understanding of the County's discretion in this regard.

3. Programming produced by the City of Cumming, Georgia, the Forsyth County School System, or other Governmental Agency, provided that the Director may reject any such programming in his/her sole discretion.
4. Public Service Announcements by cable service providers and video service providers as may be contemplated by agreements with the County.

VII. Elected Officials/Election Coverage

Elected Officials:

1. Except as otherwise provided herein, current term elected officials may participate in TV Forsyth programming only in the performance of their official duties, for example the broadcasting of commission meetings and special County events, or as may incidentally occur in standard TV Forsyth programming under these Policies. Current term elected officials shall not engage in campaigning regarding any candidate for election or referendum issue during TV Forsyth programming.

2. All programming involving current term elected officials that does not fall under the categories described in item one (1) above, or that does not constitute allowed election coverage as described below, will be excluded from TV Forsyth programming.

Election Coverage

1. The County will not purposefully broadcast on TV Forsyth programming that has as its purpose, or that has the effect of, the promotion of or expression of opposition to: a) any campaign for election of any person to any office; or b) any referendum.
2. Election results will be permitted to be broadcast on TV Forsyth.

VIII. Bulletin Board Policies

1. Written information submitted for the County's bulletin board system may be edited as necessary by Department staff to maximize the impact, clarity and efficiency of the messages broadcast on said system.
2. Selection and scheduling of the bulletin board system will be conducted in the sole discretion of the Department as designated by the priorities in programming outlined in these Policies.
3. Submissions for the County's bulletin board system must be provided to the Department at least seven (7) days prior to the desired date of broadcast, provided that the Department reserves the right to broadcast

submissions received less than seven (7) days prior to the desired date of broadcast, and further provided that the County does not warrant that any submission will be aired at any particular time.

Duly adopted this 7th day of March, 2013

Forsyth County Board of Commissioners

Ralph J. Amos, Chairman

Jim Boff, Vice Chairman

Brian Tam, Secretary

Todd Levent, Member

Cindy J. Mills, Member

Attest:

Clerk to Board of Commissioners