



**Municipal Technical Advisory Service**  
**INSTITUTE FOR PUBLIC SERVICE**

Opinion from the Tennessee Open Records Counsel in response to request from MTAS  
Management Consultant Margaret Norris | 7/20/2017

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Dear City Recorder,

To follow-up on our conversation this morning, I think that the contact information for the council members is public information if it is maintained. You indicated during our conversation that the council members are not compensated. As such, I do not think that they can be considered "public employees" whose information is protected pursuant to Tenn. Code Ann. Section 10-7-504(f). I do however suggest that you consider whether or not you want to continue to provide this particular information over the phone. You might want to consider the following:

1. requiring requestors make formal written requests for the information if they want a copy or if they just want to inspect, have the requestors come into the office during normal business hours to do so; and
2. requiring that whether the request is for a copy of for inspection, each requestor present a government issued photo id that includes an address in order to obtain the information.

By doing these things, you will have a record of the individual who is requesting this information.

Please let me know if you have other questions.

Elisha D. Hodge  
Open Records Counsel