



## Legislation Details (With Text)

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**File created:** 5/3/2017      **In control:** Board of Supervisors

**On agenda:** 7/18/2017      **Final action:** 7/18/2017

**Title:** Information Technologies Department recommending the Board:  
 1) Approve and adopt the General Network Usage Policy A-19; and  
 2) Rescind and replace the existing Board Policy A-19-Computer and Network Resource Usage Policies and Standards Guide and the supporting documents (CNUG-General Use and the CNUG-IT Use) with this revised policy, in order to protect the integrity, security and privacy of County data, network resources and computers

FUNDING: N/A

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Blue Route 07-18-17, 2. B - General Network Usage Policy 7-18-17, 3. C - General Network Procedures and Guidelines 07-18-17

| Date      | Ver. | Action By            | Action   | Result |
|-----------|------|----------------------|----------|--------|
| 7/18/2017 | 1    | Board of Supervisors | Approved | Pass   |

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**FUNDING:** N/A

### DEPARTMENT RECOMMENDATION

Information Technologies Department recommending the Board:  
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 2) Rescind and replace the existing Board Policy A-19-Computer and Network Resource Usage Policies and Standards Guide and the supporting documents (CNUG-General Use and the CNUG-IT Use) with this revised policy, in order to protect the integrity, security and privacy of County data, network resources and computers

The purpose of the General Network Usage Policy is to define the acceptable use of computer equipment and network resources for all Users of El Dorado County network resources. This policy is intended to protect both the User and El Dorado County from risk of exposure to litigation or other consequences of any misuse or unauthorized breach of government information systems.

### DISCUSSION / BACKGROUND

The Information Technologies (IT) Department has created an updated policy for the use of County

networks and computer resources, in support of the Good Governance Strategic Plan. The policy A-19 was last updated 8 (eight) years ago, in 2009. Since that time, several aspects of the County's IT environment have changed, as a result of new business requirements, revised regulations and evolving technologies.

The pace of change in both commercially available solutions and agency/department business needs is rapid and accelerating. The existing policy and supporting Computer and Network Usage Guide (CNUG) referenced specific products and systems (such as Blackberry, Lotus Notes, and AOL Messenger) that are out-of-date and no longer in use by the County.

With this updated policy, the IT Department has taken an approach that is clear and allows for flexibility to adapt to changing business needs and technology, by referring to more general technology uses that are meant to endure both technology and business changes over time.

Revised Policy A-19 is supported by technology-specific procedures and guidelines that are subject to more frequent change as a result of changing business needs, regulatory requirements, and available tools that evolve over time, such as password complexity standards, data storage guidelines, or remote access methods. This document, called "General Network usage Procedures and Guidelines" is provided as a link in Policy A-19 and has been attached to this legistar item for reference.

This hierarchical approach to IT policy complies with current IT Governance frameworks and industry standards, such as the Information Technology Infrastructure Library (ITIL), Control Objectives for Information and Related Technologies (COBIT), and ISO/IEC 38500:2015 (Governance of Information Technology).

The revised Policy A-19 and supporting Procedures and Guidelines were distributed to Department Heads in January 2017 for discussion and feedback.

## **ALTERNATIVES**

Should the Board not approve this revised General Network Usage Policy and supporting General Network Usage Procedures and Guidelines, the County will continue to use policy that does not comply with industry standards and refers to outdated technologies.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Human Resources, County Counsel.

## **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

## **FINANCIAL IMPACT**

N/A

## **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Update the Board Policy Manual to replace Board Policy A-19.

## **STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**  
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