



Legislation Details (With Text)

File #: 19-0989 **Version:** 1
Type: Agenda Item **Status:** Approved
File created: 6/14/2019 **In control:** Board of Supervisors
On agenda: 7/23/2019 **Final action:** 7/23/2019
Title: Chief Administrative Office recommending the Board adopt revisions to Board Policy A-20 Cellular Telephones/Wireless PDAs (Smartphones) Policy.

FUNDING: Various.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Revised Policy A-20 Clean, 2. B - Revised Policy A-20 Redline

Date	Ver.	Action By	Action	Result
7/23/2019	1	Board of Supervisors	Approved	Pass

Chief Administrative Office recommending the Board adopt revisions to Board Policy A-20 Cellular Telephones/Wireless PDAs (Smartphones) Policy.

FUNDING: Various.

As part of Objective 2.2 of the Good Governance Goal in the Board approved Strategic Plan, Board policies are undergoing a review/update process. On November 6, 2007, the Board of Supervisors adopted Policy A-20, Cellular Telephones/Wireless PDA'S (Smartphones). The policy has not been updated since June 17, 2008.

Representatives from the Chief Administrative Office, County Counsel, Human Resources, Probation, Auditor-Controller's Office, and HHSA collaborated on revisions to the policy. Changes to the policy are significant. The objectives of the changes were to have a policy that is easier to administer, reduces the number of special pay codes that need to be managed in the payroll system, and establishes a more equitable stipend structure based on the costs of today's smart phones.

Research was conducted to ensure that recommended stipend amounts reflect today's costs, and do not impose undue burden on staff who are authorized and requested to use personal cell phone devices for County business purposes.

The revised Policy was reviewed by all Department Heads and approved by County Counsel. The revised version is shown as Attachment A. The redline version of the revised policy is shown as Attachment B.

ALTERNATIVES

The Board may choose not to approve the recommended changes, direct staff to make additional modifications, repeal the policy, or take no action.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

All County Departments.

CAO RECOMMENDATION / COMMENTS

It is recommended that the Board approve this item.

FINANCIAL IMPACT

There is no direct financial impact to updating this policy. The revision to the policy would decrease the stipend amount for some employees currently receiving a stipend for use of their cell phone for County business, which may result in a reduction in costs for affected departments.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to update the online Board Policy Manual with the approved changes and notify all department heads.

STRATEGIC PLAN COMPONENT

Good Governance Objective 2.2

CONTACT

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