



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Legislation Details (With Board Report)

<b>File #:</b>	18-797	<b>Name:</b>	Information Technology Policy 08.28.18
<b>Type:</b>	General Agenda Item	<b>Status:</b>	Consent Agenda
<b>File created:</b>	7/20/2018	<b>In control:</b>	Board of Supervisors
<b>On agenda:</b>	8/28/2018	<b>Final action:</b>	
<b>Title:</b>	Receive and approve one (1) Information Technology Policy "A-15 Monterey County Staff Mobile Phone and Wireless Device Policy", detailing the guidelines for mobile phone/wireless device stipends to County employees with an approved business need for a mobile communications device.		

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. A-15 Board Policy-Cell Phone\_final072018, 3. 46. Completed Board Order

Date	Ver.	Action By	Action	Result
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Receive and approve one (1) Information Technology Policy "A-15 Monterey County Staff Mobile Phone and Wireless Device Policy", detailing the guidelines for mobile phone/wireless device stipends to County employees with an approved business need for a mobile communications device.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

a. Receive and approve one (1) Information Technology Policy "A-15 Monterey County Staff Mobile Phone and Wireless Device Policy", detailing the guidelines for mobile phone/wireless device stipends to County employees with an approved business need for a mobile communications device.

**SUMMARY:**

Board Referral 2013.20 requested the development of a central repository for non-codified County policies relating to the conduct of the public's business. All policies are reviewed and updated as appropriate.

**DISCUSSION:**

The Board of Supervisors Board Policy Manual, an electronic platform was created to develop a central repository for non-codified County policies. The Board of Supervisors approved the platform known as the "Board Policy Manual" including a policy, procedures, and a standard policy template on April 25, 2017.

The following policy has been reviewed and updated for the Board of Supervisors approval.

**A-15, Monterey County Staff Mobile Phone & Wireless Device Policy**

The policy established guidelines for the provision of a mobile phone/wireless device stipend to employees who have documented an official business need for a mobile communications device.

**OTHER AGENCY INVOLVEMENT:**

The County Administrative Office (CAO), CAO-Intergovernmental & Legislative Affairs Division, CAO Contracts Purchasing, Human Resources and Information Technology have been involved in the revision of the

policy.

**FINANCING:**

County Administrative Office - Department 1050, Intergovernmental & Legislative Affairs Division-Unit 8054 manages the Board Policy Manual. Approval of the recommendations will not result in additional general fund contributions.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

The Strategic Initiative Policy Areas integrate with the Board Policy Manual Policies.

Mark a check to the related Board of Supervisors Strategic Initiatives

X Economic Development  
X Administration  
X Health & Human Services  
X Infrastructure  
X Public Safety

Prepared by: Joann Iwamoto, Cannabis Program Manager, x3017

Approved by: Nicholas E. Chiulos, Assistant CAO, x5145

cc: Mike Derr, Contracts Purchasing  
Brette Neal, Human Resources  
Eric Chatham, Information Technology

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Nicholas E. Chiulos, Assistant County Administrative Officer

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Date

Attachments are on file with the Clerk of the Board

**Attachments:**

A: A-15, Monterey County Staff Mobile Phone & Wireless Device Policy