



County of Monterey

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

Board Report

File #: 18-797, Version: 1

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

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

Nicholas E. Chiulos, Assistant County Administrative Officer

Date

Attachments are on file with the Clerk of the Board

Attachments:

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