



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: October 7, 2024

SUBJECT: Proposed Updates to Cellular Phone Policy BLDG-2

BACKGROUND AND POLICY IMPLICATIONS:

County Administration and Information Technology, in consultation with departments and offices, have identified proposed updates to the County's existing Cell Phone policy, BLDG-2.

Updates are intended to modernize and clarify policy language and reflect technological and system changes that have occurred since the policy was originally drafted in 2016. They are also intended to clarify expectations around utilization and provide an updated framework for departments and offices to administer mobile device stipends and provide county supplied phones.

The proposed policy updates also include the removal of stipend amounts from the policy with the intent that they will be maintained in the Mobile Device Stipend Form that departments and offices use to start, change and end mobile device stipends.

Additionally, proposed updates include the re-classification of the existing policy from a Facilities policy to a General Administrative policy.

BUDGET IMPACTS:

None.

ATTENDANCE:

Whitney Hale, Deputy County Administrator