



Legislation Text

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File #: ID-6157, Version: 1

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**Narrative of Resolution:**

**To require all Software Utilized by any Division, Department, Office, Agency, or Unit of the County to be under the jurisdiction of the Department of Information Technology Services.**

**If Resolution requires expenditure of County Funds, provide the following information:**

**Amount to be authorized by Resolution:** \$0.00

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE MANAGEMENT & BUDGET, CAPITAL PLANNING, AND BUDGET COMMITTEE**

**WHEREAS**, Resolution #97-07, adopted by the Sullivan County Legislature on March 15, 2007, implemented a set of policy provisions that placed all software utilized by any Division, Department, Office, Agency, or Unit of the County to be under the control and jurisdiction of the (formerly known as) *Department of Management Information Systems*; and

**WHEREAS**, in 2019, the Department of Management Information Systems was abolished and a Department of Information Technology Services (SCITS) was created within the newly created Division of Information Technology Services; and

**WHEREAS**, this resolution amends and updates jurisdictional Division and Department references made throughout; and

**WHEREAS**, the County Manager has recommended continuing the policy of placing all software utilized by any Division, Department, Office, Agency, or Unit of the County under the control and jurisdiction of the (now known as) *Department of Information Technology Services*; and

**WHEREAS**, that all software be licensed to the County of Sullivan, all such licenses, software installation and maintenance materials, and agreements be centrally housed or under the control of SCITS; and

**WHEREAS**, SCITS shall be responsible for disaster recovery of electronic systems, files, and records, in conjunction with other officers that are required by statute to be responsible for various records and record recovery; and

**WHEREAS**, any Division, Department, Office, Agency, or Unit of the County, that receives funding through the County Budget, shall adhere to this policy; and

**WHEREAS**, SCITS shall be made part of any purchase, lease, or renewal of any software licensed to or maintained by any Division, Department, Office, Agency, or Unit of the County; and

**WHEREAS**, all computer hardware and software shall be inventoried by SCITS and recorded as an asset reported to Audit and Control and the County Manager.

**NOW, THEREFORE, BE IT RESOLVED** by the Sullivan County Legislature that:

1. All software utilized by any Division, Department, Office, Agency, or Unit of the County to be under the control and jurisdiction of the Department of Information Technology Services (SCITS)
2. All software be licensed to the County of Sullivan, all such licenses, software installation and maintenance materials, and agreements be centrally housed or under the control of SCITS
3. SCITS shall be responsible for disaster recovery of electronic systems, files, and records, in conjunction with other officers that are required by statute to be responsible for various records and record recovery.
4. Any Division, Department, Office, Agency, or Unit of the County, that receives funding through the County Budget, shall adhere to this policy.
5. SCITS shall be made part of any purchase, lease, or renewal of any software licensed to or maintained by any Division, Department, Office, Agency, or Unit of the County.
6. All computer hardware and software shall be inventoried by SCITS and recorded as an asset reported to Audit and Control and the County Manager.