

SALT LAKE COUNTY  
COUNTYWIDE POLICY  
ON  
**COMPUTING and NETWORKING SYSTEMS**

**Purpose -**

To provide Countywide computing system direction, and to provide a direction to all County agencies when networking their computers and access devices. It shall be the intent of this policy to promote the most cost-efficient and cost-effective utilization of equipment and resources.

**1.0 Policy**

It is the strategic goal of Salt Lake County to effectively manage the County's Information Systems resources to improve operations productivity and facilitate better communications within and between agencies.

1.1 All requests for computing or networking services, equipment and software shall be coordinated and reviewed with Information Services (IS).

1.2 All decisions as to computing or networking services, equipment, and software shall be made in accordance with the Computing Standards and Networking Standards established by IS.

**2.0 Approval Process**

2.1 If IS does not concur with the department's networking request and the department desires to proceed, the request shall be brought before the Mayor for final resolution.

**3.0 Standards**

These standards are to be maintained and kept current by IS and published on the Salt Lake County Intranet.

3.1 Salt Lake County shall provide and manage, through its IS a countywide computing network, so as to effectively manage the computing resources, reduce costs, improve operations productivity, provide standardization, and facilitate better communications within and between County agencies.

3.2 It is the objective of IS to have a countywide direction in the use of networking and connectivity and to save the costs associated with duplicating agency-by-agency maintenance, management, and software and hardware purchases.

3.3 IS will implement and maintain wide area network-to-network communications.

3.4 IS will implement and maintain local area communications to the wall jack.

3.5 Adequate network servers and file storage will be maintained to provide good response times to network users.

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- 3.6 IS will provide full user support of the software and hardware maintained on the network. Support will be provided on specialized or unique software and hardware where possible.
- 3.7 All County agencies will utilize the countywide network when possible. It may be reasonable to provide a stand-alone network in certain instances; for example: remote sites, specialized use, security issues, etc. In conjunction with the requesting agency IS will determine the need for specialized network requirements.
- 3.8 IS and Purchasing will review purchases of computing and networking hardware and software to ensure adherence to this policy.
- 3.9 The Director of IS will be responsible to purchase, install, maintain, and manage the countywide network, which may be used by all County organizations desiring to link their PC's in a network environment.
- 3.10 IS will provide security systems and policies as part of the computing and networking environment to protect computing resources against unauthorized access or attack originating either internally or externally.

APPROVED and PASSED this 20 day of December, 2000.

BOARD OF COUNTY COMMISSIONERS  
OF SALT LAKE COUNTY

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Mark Shurtleff, Chair

ATTEST:

APPROVED AS TO FORM:

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Sherrie Swensen, County Clerk

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District Attorney's Office      Date