

**COUNTY OF SANTA BARBARA  
INFORMATION TECHNOLOGY ADMINISTRATIVE MANUAL**

SUBJECT:	INFORMATION TECHNOLOGY POLICY COMMITTEE	ITEM NUMBER:	ITAM-0220
OWNER:	DEPARTMENT OF GENERAL SERVICES	ADOPTION DATE:	MM/DD/2019
BACKGROUND:	COUNTY BOARD OF SUPERVISORS	REVIEW DATE:	MM/DD/2022
VERSION:	1.1	PAGE:	PAGE 1 OF 2

I. Purpose

This policy establishes the Policy Committee as the governing body for Information Technology (IT) policies.

II. Audience

The audience for this policy is all County of Santa Barbara Departments.

III. Scope

This policy applies to anyone doing business as the County and/or in support of the County. This includes employees, contractors, consultants, temporaries, and other workers at the County, including all personnel affiliated with third parties.

IV. Definitions

1. Executive Information Technology Council (EITC): the overarching governing body chartered to provide high-level oversight and guidance regarding County IT investment activity.
2. Information Technology (IT): the technology involving the development, maintenance, and use of computer systems, software, and networks for the processing and distribution of data.
3. Information Technology (IT) Policy: a deliberate set of principles issued by an organization to ensure that all information technology users within the domain of the organization or its networks comply with rules and guidelines to achieve expected outcomes.

V. Policy

The Policy Committee has the authority to carry out the duties assigned, as defined by the charter. This Committee will evaluate and recommend the composition of the County's IT Administrative Manual. The focus of the Policy Committee will be establishing policies and procedures for approval by the Executive Information Technology Council (EITC). The Committee will evaluate proposals from IT stakeholders, launch fact finding activities as needed, and recommend to the EITC changes to County IT Administrative Manual.

1. Applicable Rules, Laws, and Regulations: N/A
2. Exceptions: N/A
3. Non-Compliance: N/A
4. Related Policies: N/A

**COUNTY OF SANTA BARBARA  
INFORMATION TECHNOLOGY ADMINISTRATIVE MANUAL**

SUBJECT:	INFORMATION TECHNOLOGY POLICY COMMITTEE	ITEM NUMBER:	ITAM-0220
OWNER:	DEPARTMENT OF GENERAL SERVICES	ADOPTION DATE:	MM/DD/2019
BACKGROUND:	COUNTY BOARD OF SUPERVISORS	REVIEW DATE:	MM/DD/2022
VERSION:	1.1	PAGE:	PAGE 2 OF 2

5. Referenced Documents:

- i. [Information Technology Policy Committee Charter](#)

6. Revision History:

VERSION	CHANGE	AUTHOR	DATE OF CHANGE
1.0	Initial Release	Thomas Gresham	05/24/2018
1.1	EITC Input – Minor grammatical changes and link to charter	Thomas Gresham	03/01/2019