

Attachment 2

Information Technology Administrative Manual (ITAM-0230)

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

SUBJECT:	INFORMATION TECHNOLOGY STANDARDS COMMITTEE	ITEM NUMBER:	ITAM-0230
OWNER:	DEPARTMENT OF GENERAL SERVICES	ADOPTION DATE:	02/04/2020
APPROVER(S):	COUNTY BOARD OF SUPERVISORS	REVIEW DATE:	02/06/2023
VERSION:	1.1	PAGE:	PAGE 1 OF 2

I. Purpose

This policy establishes the Standards Committee as the governing body for Information Technology (IT) standards.

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. Enterprise Architecture (EA): a well-defined practice for conducting enterprise analysis, design, planning, and implementation of IT systems and services through the application of a standard set of principles and practices.
2. Executive Information Technology Council (EITC): the overarching governing body chartered to provide high-level oversight and guidance regarding County IT investment activity.
3. Information Technology (IT): the technology involving the development, maintenance, and use of computer systems, software, and networks for the processing and distribution of data.
4. Information Technology Standard: is an explicit specification for a method, format, item, component, system or service related to the delivery of IT information or related services.

V. Policy

The Standards Committee is the governance organization that will evaluate and recommend the composition of the County's IT Enterprise Architecture including what constitutes County IT standards. The focus of the Standards Committee will be technology management. The Committee will evaluate proposals from IT stakeholders, launch fact finding activities as needed, and recommend to the Executive Information Technology Council changes to County IT Standards.

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

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

SUBJECT:	INFORMATION TECHNOLOGY STANDARDS COMMITTEE	ITEM NUMBER:	ITAM-0230
OWNER:	DEPARTMENT OF GENERAL SERVICES	ADOPTION DATE:	02/04/2020
APPROVER(S):	COUNTY BOARD OF SUPERVISORS	REVIEW DATE:	02/06/2023
VERSION:	1.1	PAGE:	PAGE 2 OF 2

4. Related Policies: N/A
5. Referenced Documents:
 - i. [Information Technology Standards 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