



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: September 21, 2021
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Janette D. Pell, Director, 805-560-1011
Contact Info: Andre Monostori, Assistant Director, 805-568-2606
SUBJECT: Countywide Legacy IT Standards Exemption Policy – All Districts

County Counsel Concurrence

As to form: Yes

Risk Management:

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve the Legacy IT Standards Exemption Policy (ITAM-0901); and
- b) Determine that the above action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(2) and 15378(b)(5) because it consists of government administrative activities, including general policy or procedure making, that will not result in direct or indirect physical changes in the environment.

Summary Text:

In May 2018, the Countywide Information Technology Governance Program was established to provide high-level oversight and guidance regarding County IT investment activity and to provide strategic direction, ensure objectives are achieved, manage risk appropriately, and verify County resources are used responsibly.

The Information Technology Policy Committee developed the Countywide Legacy Standards Exemption Policy (ITAM-0901), Attachment 1, to declare that Information Technology solutions that are in production prior to September 10, 2020 are classified as "legacy systems." As such, they are not identified as technology standards and therefore not required to be approved by the Information Technology Standards Committee as stated in the Information Technology Administrative Manual (ITAM-0230), Attachment 2. This policy was presented to and approved by the Executive Information Technology Council (EITC) on June 30, 2021 and they recommend approval by the Board of

Supervisors.

Background:

The Information Technology Policy Committee's charter directs the Committee to draft policies and procedures based on needs identified by IT stakeholders, launch fact-finding activities as needed, and recommend to the EITC changes to the County IT Administrative Manual. IT policies reflect an organization's logical progression from working in an ad-hoc manner to one where people are following common and consistent processes and assist the County in understanding how to execute IT activities such as solution procurement, technology frameworks, security requirements, etc.

The IT Standards Committee identified the need to allow for IT systems currently in production to not be disrupted by the new requirement that all technology standards require approval in order to operate on the County's IT network and worked with the Policy committee to draft the attached Countywide Legacy IT Standards Exemption Policy.

Legacy systems that are unable to be migrated as part of the initial implementation of the standard will be identified as "out of standard". Owners of "out of standard" systems will be required to develop a remediation plan that outlines adoption of the new standard or deprecation of the legacy system within three (3) budget cycles.

Fiscal and Facilities Impacts:

Budgeted: N/A

Staffing Impacts: None

Special Instructions:

None

Attachments:

1. Countywide Legacy IT Standards Exemption Policy (ITAM-0901)
2. Information Technology Administrative Manual (ITAM-0230)

Authored by:

Andre Monostori, Assistant Director