

SALT LAKE COUNTY  
COUNTYWIDE POLICY  
ON  
**ELECTRONIC COMMUNICATIONS COORDINATION BOARD**

**Purpose -**

In order to centralize the coordination of all aspects of the County's wireless electronic communications systems and equipment, to avoid duplication in purchasing, and to promote the sharing of equipment and resources where feasible, an Electronics Communication Coordination Board is hereby created.

**1.0 Policy**

1.1 Organization -- The coordination of the County's wireless electronics communications systems will be carried out by the Electronic Communications Coordination Board. This Board shall:

1.1.1 Conduct research regarding new systems of improved equipment, coordinate the use of existing systems and equipment, act to avoid the duplication of purchasing new systems and equipment, and encourage, where feasible, the sharing of equipment systems and resources among various County departments and agencies.

1.1.2 The Coordination Board shall act as an advisory board to the County Mayor and Elected Officials of Salt Lake County. Decisions regarding sharing arrangements or other activities regarding communications systems shall rest with the elected official or department head.

1.2 The Coordination Board shall be comprised of the following voting members and technical advisors. The chairperson shall be elected yearly by a majority vote of the voting members. Each voting member shall have one vote. The chairperson shall provide any necessary staff support to the Board.

1.2.1 Community Services

1.2.2 Aging Services

1.2.3 Animal Control

1.2.4 District Attorney's Office

1.2.5 Auditor's Office

1.2.6 Fire Department

1.2.7 Health Department

1.2.8 Human Services

1.2.9 Library

1.2.10 Parks and Recreation

1.2.11 Public Works

1.1.12 Fine Arts Division

1.1.13 Sheriff's Office

1.2.14 Surveyor's Office

1.2.15 Non-voting technical advisors:

1.2.15.1 Electronic Systems Manager

1.2.15.2 Contracts and Procurement

1.3 The Coordination Board will develop and submit to the Salt Lake County Steering Committee for its approval any necessary Countywide policies and procedures regarding the Board's purposes. Recommendations from the Steering Committee will be forwarded to the Salt Lake County Council of the Whole.

1.4 The Coordination Board will meet quarterly, or more often where necessary, on dates determined by a majority vote of the Board. The chair shall be responsible to notify board members of meeting dates and places, reserve the appropriate meeting room, and provide for the taking of minutes of the board. In the third quarter of every year the Board will review communication requests for the next upcoming budget year and make recommendations regarding those requests to the Mayor.

APPROVED and PASSED this 25 day of March, 2003.

SALT LAKE COUNTY COUNCIL

\_\_\_\_\_  
Michael Jensen, Chair

ATTEST:

APPROVED AS TO FORM:

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Sherrie Swensen, County Clerk

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District Attorney's Office                      Date