

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
BOARD GOVERNED COUNTY SERVICE AREAS
SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT
AND RECORD OF ACTION**

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE BIG BEAR VALLEY RECREATION AND PARK DISTRICT
BLOOMINGTON RECREATION AND PARK DISTRICT
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
INLAND COUNTIES EMERGENCY MEDICAL AGENCY
SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

May 6, 2025

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Updates to County Policy Manual

RECOMMENDATION(S)

Acting as the Board of Supervisors for San Bernardino County, Board Governed County Service Areas, and the San Bernardino County Flood Control District, and as the Board of Directors for the Big Bear Valley Recreation and Park District, the Bloomington Recreation and Park District, In-Home Supportive Services Public Authority, Inland Counties Emergency Medical Agency, and the San Bernardino County Fire Protection District, approve amended County Policy Manual, Policy 09-06, retitled "Countywide Information Security Program."
(Presenter: Luther Snoke, Chief Executive Officer, 387-4811)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost) as this item is non-financial in nature.

BACKGROUND INFORMATION

The County Policy Manual documents policy direction from the Board of Supervisors and Board of Directors (collectively Board) to departments and Board-governed entities on a broad array of topics. Board-approved policies are often implemented through the use of Standard Practices,

Updates to County Policy Manual
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which are approved by the Chief Executive Officer (CEO) and incorporated into the County Policy Manual.

In order to facilitate the review of County policies, the County has established a Policy Review Committee (Committee) to evaluate requests for new policies and conduct ongoing review and update of existing policies. The Committee includes representation from various departments as follows:

COMMITTEE	
Auditor-Controller/Treasurer/Tax Collector	Clerk of the Board of Supervisors
County Administrative Office	County Counsel
Finance and Administration	Human Services
Innovation and Technology	Law & Justice Group Administration
Project and Facilities Management	Public Works
Purchasing	Real Estate Services
Risk Management	San Bernardino County Fire Protection District

The Committee, which met in-person on March 24, 2025, has approved and recommends the updates to Section 09, Information Technology: Email, Telephone, Internet and Computer Systems of the County Policy Manual as follows:

Policy	Title	Action	Description of Action
09-06	Countywide Information Security Program	Amend	Updates to this policy and policy title are appropriate for alignment with the current processes.

The Committee also recommends the CEO approve the addition of the following Standard Practice to implement processes for departments:

Number	Title
09-06 SP	Information Technology Security Strategy

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) April 21, 2025; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on April 21, 2025; and County Finance and Administration (Stephenie Shea, Deputy Executive Officer, 387-5423) on April 21, 2025.

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Record of Action of the Board of Directors
San Bernardino County Fire Protection District
Inland Counties Emergency Medical Agency (ICEMA)
In-Home Supportive Services Public Authority
Bloomington Recreation and Park District
Big Bear Valley Recreation and Park District

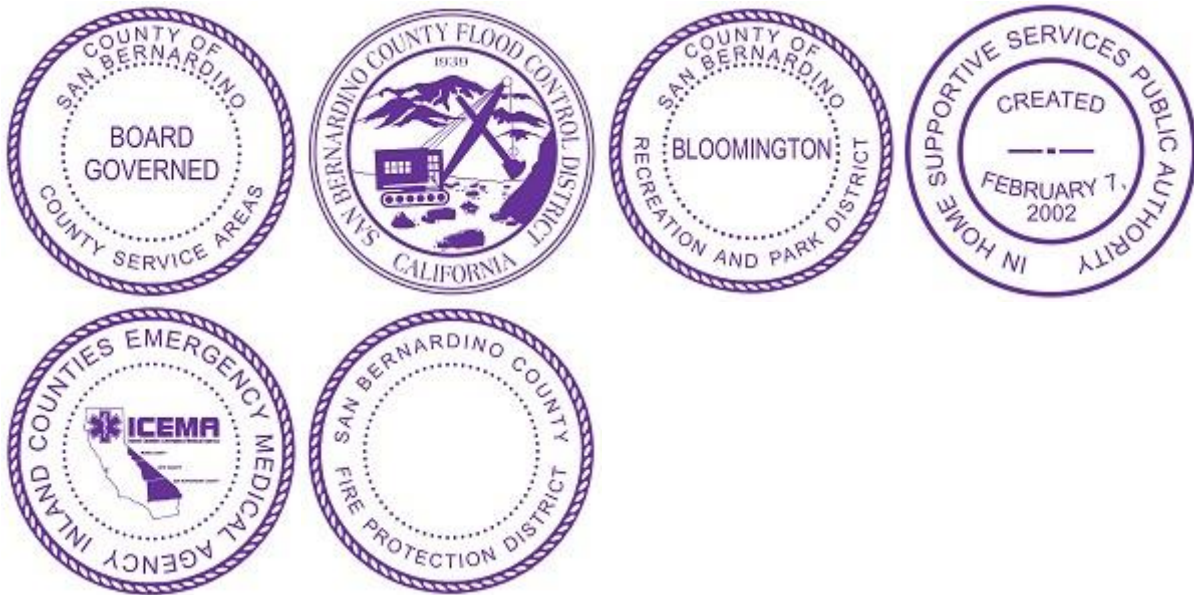
Record of Action of the Board of Supervisors
San Bernardino County Flood Control District
Board Governed County Service Areas
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY 
DATED: May 6, 2025



cc: File - Administrative Office w/attach
MBA 05/8/2025