



Lake County Illinois

Legislation Details (With Text)

File #: 16-0418 **Version:** 1 **Name:** Resolution approving the modification of policy 9.5 Electronic Communications.
Type: resolution **Status:** Passed
File created: 4/26/2016 **In control:** Financial & Administrative Committee
On agenda: **Final action:** 5/10/2016

Title: Resolution amending the Lake County Employee Policies and Procedures section 9.5, Electronic Communications.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 9.5 Electronic Communications Redline, 2. 9.5 Acceptable Use Policy Final

Date	Ver.	Action By	Action	Result
5/10/2016	1	Lake County Board	adopted	Pass
5/4/2016	1	Financial & Administrative Committee	recommended for adoption to the consent agenda	Pass

Resolution amending the Lake County Employee Policies and Procedures section 9.5, Electronic Communications.

- The County recognizes the need to establish work rules and procedures outlining the acceptable use of software and automation in the course of employment and the utilization of county-owned equipment.
- It is recommended the acceptable use policy contain provisions defining appropriate use for modern software and automated features.
- The policy will expand prohibited use activities to include: 1) solicitation of selling of service or goods; 2) enabling unauthorized access; 3) not making reasonable efforts to protect passwords; 4) intentionally spreading a virus; 5) maintaining or participating in non-work-related “blogs” or other personal messaging; 6) failing to lock or log off idle computers; and 7) defeating or attempting to defeat security restrictions.
- Additionally, the recommended policy will provide guidance on the use of personal electronic devices such as smart phones and table when being used for business and non-business purposes.