

ORDINANCE NO. 2023-29

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF CLEBURNE, STATE OF ARKANSAS; AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE FOR APPROVING A TECHNOLOGY RESOURCES POLICY TO BE ADDED TO THE CLEBURNE COUNTY PERSONNEL POLICY."

WHEREAS, the Arkansas Legislature passed Act 504 requiring that all Arkansas counties adopt a mandatory policy addressing technology resources policies within each counties' personnel policy; and

WHEREAS, Cleburne County abides by the laws of the State of Arkansas and wishes to continue to do so by adopting a technology resource policy to be incorporated within the Cleburne County Personnel Policy; and

WHEREAS, Cleburne County has a draft of a technology resource policy (attached to this Ordinance as "Exhibit A"), which now awaits approval by the Cleburne County Quorum Court.

NOW, THEREFORE, BE IT ENACTED BY THE QUORUM COURT OF CLEBURNE COUNTY, ARKANSAS:


Section 1. The Cleburne County Quorum Court approves and accepts the technology resource policy in "Exhibit A," and finds that the policy be immediately incorporated into the Cleburne County Personnel Policy.

Section 2. EMERGENCY CLAUSE: It is hereby found and determined by the Cleburne County Quorum Court that this policy is for the safety and security of county properties, thus protecting the citizens of Cleburne County. Therefore, an emergency is hereby declared to exist and this Ordinance being necessary for the immediate preservation of the public peace, health, safety, and welfare shall be in full force and effect upon passage and adoption.

PASSED AND ADOPTED this 14th day of September 2023.

ATTEST:

APPROVED:


Rachelle Evans, Cleburne County Clerk


Eric Crosby, Cleburne County Judge

Recorded: Book E Page(s) 416

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CLEBURNE COUNTY
HERDER SPRINGS AR, 72543
RACHELLE EVANS
COUNTY CLERK

TECHNOLOGY RESOURCES POLICY

- 1) This policy is established in accordance with Ark. Code Ann. § 25-1-126.
- 2) **Technology resources** is defined as:
 - a. The machines, devices, and transmission facilities used in information processing, including computers, word processors, terminals, telephones, cables, software, and related products;
 - b. The devices used to process information through electronic capture, collection, storage, manipulation, transmission, retrieval, and presentation of information in the form of data, text, voice, or image and includes telecommunications and office automation functions;
 - c. Any component related to information processing and wired and wireless telecommunications, including data processing and telecommunications hardware, software, services, planning, personnel, facilities, and training;
 - d. The procedures, equipment, and software that are designed, built, operated, and maintained to collect, record, process, store, retrieve, display, and transmit information, and the associated personnel, including consultants and contractors; and
 - e. All electronic mail accounts issued by a public entity.
- 3) The County's **technology resources** shall not be used to:
 - a. Express a personal political opinion to an elected official unless the opinion is:
 - i. Within the scope of the employee's regular job duties; or
 - ii. Requested by an elected official or public entity;
 - b. Engage in lobbying an elected official on a personal opinion if the employee is not a registered lobbyist for the public entity;
 - c. Engage in illegal activities or activities otherwise prohibited by federal law or state law; or
 - d. Intentionally override or avoid the security and system integrity procedures of the public entity.
- 4) Each Elected official shall create disciplinary procedures for a violation of this policy concerning authorized use of technology resources. The disciplinary procedures created pursuant to this section shall not apply to employee communications made in compliance with the Public Employees Political Freedom Act of 1999, Ark. Code Ann. §§ 21-1-501, et seq., or the Arkansas Whistle-Blower Act, Ark. Code Ann. §§ 21-1-601, et seq.

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