

RESOLUTION NO. 10-1

WHEREAS, Sangamon County would like to create a Information Technology Governance Board;

WHEREAS, the Information Technology Governance Board will facilitate the information technology investment and information policies for the County of Sangamon.

WHEREAS, the Information Technology Governance Board will advise the Building and Grounds Committee and the County Administrator in matters related to Information Technology.

WHEREAS, the Information Technology Governance Board will provide strategic leadership for Information Services operations of Sangamon County through the alignment of IS's strategic objectives and goals.

WHEREAS, the Information Technology Governance Board will review I.T. initiatives on an ongoing basis and will function as a clearinghouse for investments in I.T. The Information Technology Governance Board will only serve in an advisory capacity on I.T. initiatives.

WHEREAS, the Information Technology Governance Board will develop, review, and recommend to the Building and Grounds Committee and the County Administrator any I.T. related policy changes that are in the best interest of Sangamon County.

NOW, THEREFORE, BE IT RESOLVED, by the Members of the Board of Sangamon County, Illinois in session this 23rd day of January, 2012, that the creation of the Information Technology Governance Board be approved.

Building & Grounds Committee

John Tulgays
John W. ...
Jason ...
Robert ...
Red ...
Chris Boyts

FILED

JAN 25 2012

Joe Aiello
Sangamon County Clerk

RECEIVED

JAN 25 2012

Paul Palazzolo
SANGAMON COUNTY AUDITOR



COUNTY OF SANGAMON

Information Technology Governance Board Charter (ITGB)

Definition

The Information Technology Governance Board (ITGB) facilitates the information technology investment and information policies for the County of Sangamon. The ITGB advises the Building and Grounds and County Administrator in matters related to Information Technology.

ITGB will provide strategic leadership for Information Services (IS) operations of Sangamon County through the alignment of IS's strategic objectives and goals.

ITGB will review initiatives on an ongoing basis and will function as a clearinghouse for investments in I.T. The ITGB will only serve in an advisory capacity on I.T. initiatives.

ITGB will develop, review, and recommend to the Building and Grounds and County Administrator any I.T. related policy changes that are in the best interest of Sangamon County.

Responsibility

The ITGB shall review proposals for major IT investments. This includes proposals from within the Information Systems Department as well as proposals from other departments that have a significant Information Systems component.

Proposals will be reviewed and comments made based on its alignment to the organization's mission and technological merit as assessed by the Information Systems Department.

The ITGB will review I.T. policy changes recommended from within the ITGB Board or from other County Departments or other County I.T. functions.

ITGB Membership:

Voting members of the ITGB shall consist of the following.

1. *Chair – Sangamon County I.S. Director*
2. *Sangamon County - County Administrator*
3. *Sangamon County - Human Resources Director*
4. *Sangamon County - Sheriff's I.T. Office*
5. *Sangamon County - Court Administrator*
6. *Sangamon County - Circuit Clerk*
7. *Sangamon County – Auditor*
8. *Sangamon County - Treasurer*
9. *County Board Building and Grounds Committee Member*
10. *Local Private Business IT person – term?*



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Non-voting members of the ITGB shall consist of the following.

1. *Sangamon County I.S. Administrative Support*

Meetings and Notices:

1. The ITGB shall meet no less than quarterly or as needed to not delay I.T. investment proposals or policy development. Official business can only be conducted when a majority of the members are present.
2. Agendas for meetings shall be developed by the Chair and may include input from members, and distributed to all members prior to the meetings.
3. A formal set of minutes shall be kept of all ITGB meetings and distributed with the agenda prior to the next meeting. ITGB members present, not present, and guests will be listed in the minutes.
4. Special meetings can be called by the Chair at any time or by a majority of the members of the ITGB, provided that notice to all committee members shall be given no less than 7 days prior to the meeting, stating the time, place, and business to be discussed. A formal set of minutes shall be kept for special meetings as well.
5. Meetings of the ITGB shall be conducted in accordance with generally accepted parliamentary procedures. Decisions will be based on a vote of the majority. Minority portions of the committee may write a separate opinion for the record if they feel that is appropriate. The Chair will only vote in tie-breaking situations.