

TRUCKEE TAHOE AIRPORT DISTRICT POLICY INSTRUCTION

PI NUMBER 501

Formerly PI 212.1

Effective: May 25, 2006

Approved: September 22, 2011

SUBJECT: TECHNOLOGY INFRASTRUCTURE

PURPOSE: To establish district policy for the maintenance and replacement of the District's technology infrastructure.

DEFINITION: Technology Infrastructure shall include all District property and services in the following categories: computers, servers, software, networking equipment, data services, printers, copiers, Fax machines, telecommunications equipment, audio and video recorders and projectors, and security devices.

POLICY:

1. TTAD technology infrastructure shall support the District mission, not drive the mission.
2. The General Manager will periodically review the long term technology infrastructure needs of the District and address these needs during the annual budget review.
3. Staff shall take all necessary steps to ensure that business and administrative data is preserved in a safe, secure, and accessible fashion.
4. The District will manage it's technology resources in balancing the following goals:
 - a. Maximize staff efficiency;
 - b. Minimize costs;
 - c. Meet District needs.

Stephen Swigard, President