

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: PI 214 – Board of Director Information Technology Device and Service Plan Policy. Consideration for Approval

Purpose	Information:	Guidance:	Decision: X
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Recommendation	Review and approve PI 214.
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Last Action	<p>The Board has discussed implementation and utilization of iPads and other information technology devices for some time. At the October 2011 Board Meeting the Board directed the General Manager to bring resolution to this ongoing discussion by proposing an IT device policy.</p> <p>ACAT has presented information to the Board as to their experience utilizing iPad technology in ACAT meetings and in the distribution of ACAT materials. To date, ACAT indicates that their experiment with iPads has been successful. The General Manager has also met with the Town of Truckee to gather information regarding their utilization of note book computers for Town Council members.</p>
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Discussion	<p>Having learned from the Town of Truckee and our own ACAT experience, there are definite benefits and efficiencies from the utilization of these IT devices. There are also associated costs and staff resources required to maintain such devices. However, as staff has researched this issue, the greatest benefit to the Board and District is an opportunity to separate District business from personal business. As the policy describes, Board Members personal devices may be subject to Brown Act requirements if they are used to conduct District business. This policy gives Directors an opportunity to separate these activities if they so chose.</p> <p>As this topic was researched it was also apparent that how Directors, Staff, ACAT members, and Town Council members receive and send information is highly variable and somewhat personal. This policy recognizes this variable and offers tools to allow Directors some discretion as to how they chose to receive information.</p> <p>This policy also recognizes that there are associated costs with serving on the Board, receiving information, and sending data.</p> <p>A similar practice as to what is described in the policy is already in place for senior Airport staff.</p>
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Fiscal Impact	If all Directors requested a District device and service plan this year, total cost is estimated at \$7500. Ongoing year to year costs to maintain this program are estimated at \$4,000 per year.
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Communication	New policy will be distributed and posted on the District website. This topic has been discussed at length in both ACAT meeting and
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Strategy

Board meetings.

Attachments

PI 214

Article from CSDA Magazine on iPad utilization in Costa Mesa.