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3 **RESOLUTION: Amend Section 0.0 (Role of the County Board Supervisor) of the Rules of**  
 4 **the Winnebago County Board of Supervisors to Add Section 0.4**  
 5 **Addressing the Use of Winnebago County Owned Electronic Devices by**  
 6 **Winnebago County Board Supervisors and Outlining Consequences for**  
 7 **Misuse of Such Electronic Devices**

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9 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

10 **WHEREAS**, Winnebago County Board Supervisors have the privilege of being elected and trusted officials;  
 11 and

12 **WHEREAS**, Winnebago County encourages the use of electronic devices by Winnebago County Board  
 13 Supervisors and Winnebago County Board Supervisors normally vote electronically. To that end, Winnebago County  
 14 loans Winnebago County Board Supervisors' electronic devices; and

15 **WHEREAS**, Winnebago County owned electronic devices can be used to read and review meeting material  
 16 and access information pertinent to meeting discussions; and

17 **WHEREAS**, Winnebago County Board Supervisors are required to sign a Winnebago County Computer Use  
 18 Policy at the beginning of their tenure; and

19 **WHEREAS**, every user of the Winnebago County network, including but not limited to elected officials, is not  
 20 assigned credentials for access until the Winnebago County Computer Use Policy is signed and received by Winnebago  
 21 County; and

22 **WHEREAS**, one express mandate of the Winnebago County Computer Use Policy is that "the computer  
 23 system belonging to Winnebago County is to be used for business purposes only"; and

24 **WHEREAS**, Winnebago County Board Supervisors, per Winnebago County Information Technology  
 25 department discretion, are allowed repairs and support during the lifecycle of the device.

26 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it adds  
 27 Section 0.4 to the Rules of the Winnebago County Board of Supervisors to read as follows:

28 0.4 Each supervisor will be issued a county-owned electronic device for use during their term on  
 29 the County Board. Supervisors are to be responsible for the care and safety of the electronic  
 30 device. If an electronic device is damaged and requires replacement, Winnebago County will  
 31 provide a replacement for one such occurrence. Any further purchase of replacement  
 32 electronic device during the life cycle of the device will be the financial responsibility of the  
 33 supervisor.

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35 Winnebago County Board Supervisors may only use Winnebago County owned  
 36 electronic devices for Winnebago County Business. Winnebago County Supervisors shall  
 37 not use such electronic devices to communicate with other Winnebago County Board  
 38 Supervisors during any Winnebago County meeting to discuss, collaborate, or influence a  
 39 vote.

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Winnebago County Board Supervisors use of electronic devices must adhere to all Winnebago County Use Policies, the Winnebago County General Code, the Winnebago County Board of Supervisors Ethics Handbook and Wisconsin State Statute.

Winnebago County reserves the right to disconnect Winnebago County owned devices and disable services without notice or repossess the electronic device if used by a Winnebago County Board Supervisor in any unauthorized manner.

Winnebago County Board of Supervisors shall take such action as allowed by state statute including but not limited to a Resolution of Censure against a recalcitrant Winnebago County Board Supervisor who ignores the rules of Winnebago County Use Policies, the Winnebago County General Code, the Winnebago County Board of Supervisors Ethics Handbook, Wisconsin State Statute, and this Resolution and uses Winnebago County owned electronic devices in any unauthorized manner.

Winnebago County Board Supervisors shall be required to return their Winnebago County electronic devices if violating the rule and pay all costs associated with damages to or loss of the Winnebago County electronic devices.

The Winnebago County Board Supervisors will return their electronic devices within five business days of the end of their tenure to the Winnebago County Clerk. In the event an electronic device is not returned in a timely manner Winnebago County will bill the Supervisor for the current value of the electronic device.

*Fiscal Note: No fiscal impact.*

Respectfully submitted by:

**SUPERVISOR KAY HORAN, DISTRICT 5**

Respectfully submitted by:

**INFORMATION TECHNOLOGY COMMITTEE**

Committee Vote: **6-0**

Respectfully submitted by:

**JUDICIARY & PUBLIC SAFETY COMMITTEE**

Committee Vote: \_\_\_\_\_

Vote Required for Passage: **Two- Thirds of Members Present**

Resolution Number:

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Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2023.

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Jonathan D. Doemel  
Winnebago County Executive

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