

## RESOLUTION \_\_\_\_\_ - 15

### DESIGNATING AN INFORMATION SECURITY OFFICER AND ESTABLISHING AN INFORMATION SECURITY TEAM

**WHEREAS**, Sauk County is considered a covered entity under the Federal Government's Health Insurance Portability and Accountability Act of 1996, codified at 42 U.S.C. § 300gg, 1181 et. seq., and 1320d et. seq.; and,

**WHEREAS**, resolution xx-04 adopted the Sauk County HIPAA Privacy Manual which established basic provisions for implementation of the HIPAA rules within Sauk County Government; and,

**WHEREAS**, pursuant to 45 CFR §164.308(a)(2) Sauk County is required to "identify a security official who responsible for the development and implementation of the policies and procedures required by this subpart for the covered entity or business associates" and those responsibilities relate directly to electronic information security and are the responsibility of the MIS Coordinator; and,

**WHEREAS**, your undersigned committees believe that it is necessary to designate the MIS Coordinator as Sauk County's Information Security Officer and vest in that position the authority to appoint an Information Security Team and that Team be delegated the authority to make administrative policies related to the security of information systems as required by law.

**NOW THEREFORE BE IT RESOLVED**, by the Sauk County Board of Supervisors met in regular session, that the MIS Coordinator be designated as Sauk County's Information Security Officer in accordance with 45 CFR § 164.308(a)(2); and,

**BE IT FURTHER RESOLVED** that, the Sauk County Information Security Officer is delegated the authority to appoint the Sauk County Information Security Team to be comprised of not less than one staff from each of the following departments: Corporation Counsel, Human Services, Health, ADRC, Health Care Center; and Veteran's, with other staff as deemed necessary; and,

**BE IT FURTHER RESOLVED** that the Sauk County Information Security Team, under the guidance of the Information Security Officer, is delegated the authority to create, maintain and implement policies, procedures and standards applicable to Sauk County's information systems, for the purpose of safeguarding Sauk County's electronic information, and other forms of protected information, in a manner consistent with all applicable laws and regulations.

For consideration by the Sauk County Board of Supervisors on February 17, 2015.

Respectfully submitted,

**EXECUTIVE AND LEGISLATIVE COMMITTEE:**

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MARTY KRUEGER, Chair

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**PERSONNEL COMMITTEE**

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TIM MEISTER, Chair

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ANDREA LOMBARD

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HENRY NETZINGER

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CAROL HELD

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MICHELLE DENT

**FISCAL NOTE:** No Fiscal Impact

**M.I.S. NOTE:** Information security is a top priority for the MIS department. The designation of an Information Security Officer and Information Security Team will provide for the creation of policy required in our continued efforts to maintain a high level of system security.