



COLLIN COUNTY

Information Services
2300 Bloomdale Rd
Suite 3198
McKinney, Texas 75071
www.collincountytx.gov

To: Judge Keith Self
Commissioner Fletcher
Commissioner Hill
Commissioner Williams
Commissioner Webb
Bill Bilyeu

From: Caren Skipworth, IT Director

Date: July 1st, 2015

Re: IT Cell Phone Policy Update

The Information Technology Department would like to respectfully request the courts approval to update existing court approved "2013 - IT Cell Phone Policy". Updates include minor revisions to the existing policies/procedures for replacement of cell phones and ordering of accessories.

References to changes made to policy:

- Section 5.2 Authorized Use – added personal and additional permitted use
- Section 5.9 International Service Plans – added international service plan
- Section 5.12 Replacement of Cellular Telephones – added replacement of smartphones
- Section 5.2.1 Personal Use