

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM**  
3.43  
(ID # 3276)

**MEETING DATE:**  
Tuesday, January 17, 2017

**FROM :** RIVERSIDE COUNTY INFORMATION TECHNOLOGY:

**SUBJECT:** RCIT: Digital Equity Program – Delegation of Authority to RCIT to Receive and Distribute Surplus Electronic Assets; Authorize RCIT to Accept Electronic Assets from Non-County Entities. [All Districts], [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Authorize the Chief Information Officer to designate, receive, distribute or dispose of surplus electronic assets from County departments, districts and agencies; the Purchasing Agent shall no longer be responsible for surplus electronic assets;
2. Authorize the Chief Information Officer to manage and operate the Digital Equity Program; and
3. Authorize the Chief Information Officer to receive operational computers, peripherals and related items from outside entities for use in the Digital Equity Program.

**ACTION:** Policy

  
Steve Keneker, Chief Information Officer 12/20/2016

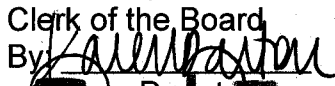
<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	16/17 – 18/19

**C.E.O. RECOMMENDATION:**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

**Ayes:** Jeffries, Tavaglione, Washington and Ashley  
**Nays:** None  
**Absent:** None  
**Date:** January 17, 2017  
**xc:** RCIT

Kecia Harper-Ihem  
Clerk of the Board  
By   
Deputy  
**3.43**

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**BACKGROUND:**

**Summary**

Closing the "Digital Divide" in Riverside County is a critical success factor to promote economic prosperity throughout our community. Access for everyone to broadband (high-speed internet access) and computing technologies is vital to addressing major economic and social challenges in the areas of economic development, education and workforce preparation, healthcare and transportation.

The primary goals of the new Digital Equity Program (DEP) are:

1. Collection and reutilization of County surplus electronic assets including technology equipment and related items.
2. Redirection of these assets to their highest and best available use within County departments, districts and agencies by repurposing computers and other equipment.
3. Donation of computers to low income families through a County-affiliated nonprofit organization.
4. Selling or otherwise disposing of remaining assets and e-waste in an appropriate manner.

Ordinance 459 gives authority to the Purchasing Agent to declare and dispose of County surplus property. If approved, the Purchasing Agent will delegate her authority for surplus electronic assets to the Chief Information Officer for the purpose of supporting the DEP. Approval of this delegation absolves the Purchasing Agent of any responsibilities for these surplus items and places responsibility for proper use, repurposing, and disposal to the Chief Information Officer of RCIT. Surplus electronic assets may include, but are not limited to: computers, laptops, printers, copiers, servers, cell phones, peripherals, network equipment, monitors and other electronic devices or items. This delegation applies only to electronic assets. All other surplus items (e.g., furniture and appliances) will continue to be under the authority of the Purchasing Agent.

Prior to distribution, donation, reuse or disposal, RCIT will be responsible for ensuring all items are safe to use (not applicable to disposal) and contain no sensitive data. RCIT will ensure that disposal of any items will comply with applicable laws and regulations.

Formation of the Digital Equity Program has involved RCIT, Purchasing, Public Social Services (DPSS), Economic Development Agency (EDA), Waste Resources and Community Action Partnership (CAP); each department will contribute resources to the program operation. RCIT will provide overall program management and leadership. DPSS will provide a program facility inclusive of the cost of utilities, maintenance and other related facility expenses. Waste Resources will provide guidance and support in the proper handling of e-waste. As required by Government Code Section 25372, DEP will use an established County-affiliated non-profit organization to assist with program operation, identification of low income recipients, distribution of surplus items (primarily computers), and application for non-profit grant funds. It is anticipated that the CAP non-profit (Foundation for Economic Stability) will be the primary organization used; an EDA non-profit may also be used as needed.

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RCIT and Purchasing, in consultation with the Executive Office and County Counsel, will return to the Board of Supervisors in 24 months with a recommendation on permanent DEP status, and will advise if further Board action is required to strengthen the program.

**Impact on Residents and Businesses**

The Digital Equity Program helps bridge the Economic Divide by providing opportunities to: educate residents in computer literacy; advance and promote access to workforce education and employment opportunities; and provide access to online services, with support of the County's Green initiatives by enabling residents to access government services online. The primary beneficiaries of DEP will be low income families, children, veterans and those receiving other County, State or federal services.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

DPSS will provide a facility for the Digital Equity Program, including provision of funds or staff necessary for the cost of facility operation. As part of DEP, DPSS will also provide Self-Sufficiency program participants with real world work experience in areas such as warehouse materials handling, electronics refurbishment, e-waste processing, computer utilization and other training. RCIT will invest funds received from sale of surplus items and e-waste back into the program. County Counsel will provide assistance with DEP's use of the non-profit organization.

  
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Jennifer Sargent, Principal Management Analyst 1/12/2017