

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



**ITEM: 3.39  
(ID # 19370)**

**MEETING DATE:**  
Tuesday, June 28, 2022

**FROM :** RIVERSIDE COUNTY INFORMATION TECHNOLOGY:

**SUBJECT:** RIVERSIDE COUNTY INFORMATION TECHNOLOGY: Adoption of Resolution No. 2022-139, Delegating Authority for the Management of Donations to the Digital Equity Program consistent with Government Code Section 25333; All Districts. [\$0]

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

1. Adopt Resolution No. 2022-139, Delegating Authority for the Management of Donations to the Digital Equity Program consistent with Government Code Section 25333.

**ACTION:Policy**

  
Jim Smith, Chief Information Officer 6/14/2022

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: June 28, 2022  
xc: RCIT

Kecia R. Harper  
Clerk of the Board

By:   
Deputy

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STATE OF CALIFORNIA**

<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: N/A</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	21/22

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

**BACKGROUND:**

**Summary**

Riverside County Information Technology (RCIT) requests the Board of Supervisor’s approval to adopt Resolution No. 2022-139 establishing the delegation of authority to the Chief Information Officer (CIO) or their designee to accept donated electronic assets and revenue from non-county government agencies that are clearly designated for the Digital Equity Program (DEP), consistent with Government Code Section 25333. The Department worked with County Counsel to prepare the resolution and all provisions are in accordance with local and State law.

The DEP was approved by the Board of Supervisors on January 17, 2017 (Agenda No. 3.43) and authorized the CIO, or designee, to manage and operate the DEP and to designate, receive, distribute, or dispose of surplus electronic assets from County departments, districts, and agencies.

This Delegation of Authority to the CIO or their designee will enable the department to accept donations of, and revenue from, the surplus electronic assets from County departments, district, agencies and other governmental or quasi-governmental organizations. This delegation authorizes the Chief Information Officer, or designee, to:

- Accept donated electronic assets from non-county government agencies that are clearly designated for the Digital Equity Program that does not exceed fifteen thousand dollars (\$15,000) each occasion;
- Accept donated revenue from the recycling of electronic assets from non-county government agencies and the surplus of County owned equipment that are clearly designated for the Digital Equity Program, that do not exceed one hundred thousand dollars (\$100,000) per fiscal year; and
- Surplus County owned equipment that are clearly designated for the Digital Equity Program, that do not exceed two hundred thousand dollars (\$200,000) per fiscal year.

The department will file with the Board a quarterly report that describes the source and value of each donation valued in excess of fifteen thousand dollars (\$15,000).

Pursuant to CEQA, Riverside County Resolution No. 2022-139 was reviewed and determined to be categorically exempt under State CEQA Guidelines Section 15061(b)(3), General Rule or

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"Common Sense" Exemption. The Project, as proposed, is limited to authorizing RCIT the delegations of authority to accept surplus electronic equipment. The resolution will not alter the overall function RCIT's functions. With certainty, there is no possibility that the activity in question may have a significant effect on the environment because it merely delegates the authority to execute agreements in specific situations. No direct or indirect impacts would occur. A Notice of Exemption will be filed with the County Clerk within five days of Board approval.

**Impact on Residents and Businesses**

This resolution is necessary to provide efficient services to third parties that generate revenue to the department and help offset costs that would normally be passed along to the County departments.

**Attachments:**

1. Resolution No. 2022-139

  
Venus Brambila, Deputy Director - Administration

6/21/2022

  
Cynthia M. Guazel, Chief Deputy County Counsel

6/14/2022

2  
3 RESOLUTION NO. 2022-139

4  
5 RESOLUTION OF THE BOARD OF SUPERVISORS OF  
6 THE COUNTY OF RIVERSIDE DELEGATING AUTHORITY FOR THE MANAGEMENT OF  
7 DONATIONS TO THE DIGITAL EQUITY PROGRAM  
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9 WHEREAS, the Digital Equity Program was created pursuant to Government Code Section  
10 25372, which authorized the County to donate or lease personal property, including technology, to any  
11 public agency or organization exempt from taxation,;

12 WHEREAS, the goal of the Digital Equity Program is to provide increased access to  
13 technology for Riverside County residents by collecting and reutilizing County surplus electronic assets  
14 by redirecting the assets to their highest and best use within County departments, districts and agencies, or  
15 disposing of any assets and e-waste in an appropriate manner;

16 WHEREAS, on January 17, 2017, as item 3.43, the Riverside County Board of Supervisors  
17 authorized the Chief Information Officer, or designee, to manage and operate the Riverside County Digital  
18 Equity Program and delegated to the Chief Information Officer, or designee, the authority to designate,  
19 receive, distribute or dispose of surplus electronic assets;

20 WHEREAS, School Districts and other government agencies not associated with the County  
21 wish to donate the recycling revenue to the Digital Equity Program, when the agency submits the donated  
22 assets to a recycling company;

23 WHEREAS, Government Code Section 25355 authorizes the Board of Supervisors of a  
24 County to accept a gift in favor of the County or in favor of the Board in trust for a public purpose;

25 WHEREAS, the donation may only be used for the continued maintenance and support of  
26 the Digital Equity Program when the donating entity states that it is the prescribed use for the proceeds  
27 pursuant to Government Code Section 25356;

28  
FORM APPROVED COUNTY COUNSEL  
BY KRISTINE BELL-VALDEZ DATE

1           WHEREAS, and Section 25333 authorizes the Board to delegate to any county officer the  
2 power to accept such gift so long as each gift is valued at less than an amount set by the Board and the  
3 designated officer or employee must file with the board, each quarter, a report that describes the source and  
4 value of each gift valued in excess of the specified amount or any other amount as determined by the board;

5           NOW, THEREFORE, BE IT RESOLVED, FOUND, DETERMINED AND ORDERED by the  
6 Board of Supervisors of the County of Riverside, State of California, (“Board”) in regular session  
7 assembled on or about June 28, 2022, in the meeting room of the Board located on the 1<sup>st</sup> floor of the  
8 County Administrative Center, 4080 Lemon Street, Riverside, California, as follows:

- 9           1. The Board delegates to the Chief Information Officer, or designee, the power to accept  
10           donated electronic assets from non-county government agencies that are clearly  
11           designated for the Digital Equity Program, that do not exceed fifteen thousand dollars  
12           (\$15,000) each occasion consistent with Government Code Section 25333.
- 13           2. The Board delegates to the Chief Information Officer, or designee, the power to accept  
14           donated revenue from the recycling of electronic assets from non-county government  
15           agencies and the surplus of County owned equipment that are clearly designated for the  
16           Digital Equity Program, that do not exceed one hundred thousand dollars (\$100,000) per  
17           fiscal year consistent with Government Code Section 25333.
- 18           3. The Board delegates to the Chief Information Officer, or designee, the power to surplus  
19           County owned equipment that are clearly designated for the Digital Equity Program, that  
20           do not exceed two hundred thousand dollars (\$200,000) per fiscal year consistent with  
21           Government Code Section 25333.
- 22           4. The Chief Information Officer, or designee, will file with the Board a quarterly report  
23           that describes the source and value of each donation valued in excess of fifteen thousand  
24           dollars (\$15,000).

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2  
3 RESOLUTION NO. 2022-139

4 RESOLUTION OF THE BOARD OF SUPERVISORS OF  
5 THE COUNTY OF RIVERSIDE DELEGATING AUTHORITY FOR THE MANAGEMENT OF  
6 DONATIONS TO THE DIGITAL EQUITY PROGRAM

7 ADOPTED by Riverside County Board of Supervisors on June 28, 2022.

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9 ROLL CALL:

10  
11 Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt

12 Nays: None

13 Absent: None

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15  
16 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of  
17 Supervisors on the date therein set forth.

18  
19 KECIA R. HARPER, Clerk of said Board

20  
21 By: Myama Smith

22 Deputy

COPY  
TO BE FILED BY DEPT.

NOTICE OF EXEMPTION

To: Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044

From: County of Riverside  
4080 Lemon Street  
Riverside, CA 92501

To: Office of the County Clerk Recorder

**Project Title:** Delegating Authority for the Management of Donations to the Digital Equity Program and Establishing Procedures and Limited Delegation of Authority to the Chief Information Officer to accept donated electronic assets from non-county government agencies that are clearly designated for the Digital Equity Program

**Project Applicant:** Riverside County Information Technology

**Project Location – Specific:**

The unincorporated area and all incorporated cities within Riverside County

**Project Location- City:** \_\_\_\_\_ **Project Location- County:** Riverside

**Description of Nature, Purpose and Beneficiaries of Project:**

Resolution No. 2022-139 is a new Resolution establishing procedures and limited delegation of authority to the Chief Information Officer to accept donated electronic assets from non-county government agencies that are clearly designated for the Digital Equity Program.

**Name of Public Agency Approving Project:** County of Riverside

**Name of Person or Agency Carrying Out Project:** Riverside County Information Technology

**Exempt Status: (check one):**

- Ministerial
- Declared Emergency
- Emergency Project
- Categorical Exemption
- Statutory Exemption: State CEQA Guidelines Section 15061(b)(3)

**Reasons why project is exempt:**

The project is exempt from the provisions of the California Environmental Quality Act (CEQA) specifically by the State CEQA Guidelines as identified below. The project will not cause any impacts to scenic resources, historic resources, or unique sensitive environments. Further, no unusual circumstances or potential cumulative impacts would occur that may reasonably create an environmental impact.

Section 15061 (b)(3)- Common Sense Exemption. The adoption of Resolution No. 2022-139 is exempt from CEQA pursuant to State CEQA Guidelines section 15061 (b)(3), the Common Sense exemption. In accordance with CEQA, the use of the Common Sense Exemption is based on the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. The use of this exemption is appropriate if it can be seen with certainty that

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there is no possibility that the activity in question may have a significant effect on the environment. The adoption of Resolution No. 2022-139 pertains to the Riverside County Board of Supervisors action on January 17, 2017, as Agenda Item No. 3.43 which authorized the Chief Information Officer, or designee, to manage and operate the Riverside County Digital Equity Program and delegated to the Chief Information Officer, or designee, the authority to designate, receive, distribute, or dispose of surplus electronic assets. It can be seen with certainty that there is no possibility that the Resolution may have significant effect on the environment. Approval of proposed Riverside County Resolution No. 2022-139 does not approve any development project. The proposed Resolution would not individually or cumulatively result in the possibility of creating significant effects on the environment and not direct or reasonably foreseeable indirect environmental impact would occur. Therefore, the use of the Commonsense exemption is appropriate for this project.

**Lead Agency**

**Contact Person:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

For County Clerk's Use Only