

RESOLUTION #99-16

**A RESOLUTION ESTABLISHING BOISE COUNTY
POLICY ON THE YEAR 2000 COMPLIANT ISSUE**

WHEREAS; the Year 2000 Issue may have varying impacts on each department of Boise County government; and

WHEREAS, the Boise County insurance provider (ICRMP) is not providing liability insurance related to any Year 2000 problem; and

WHEREAS, the State of Idaho Bureau of Disaster Services has provided a Year 2000 Guidebook for Local Governments; and

WHEREAS, Idaho Code and County resolutions specify responsibilities of county elected officials and department heads; and

WHEREAS, it is incumbent on all Boise County employees to make all preparations possible for the Year 2000; and

WHEREAS, the Boise County Board of Commissioners has appointed the County Disaster Service Coordinator as the Year 2000 coordinator and has made the coordinator available to all elected officials and department heads to assist with the Year 2000 process; and


WHEREAS, Boise County Board of Commissioners are authorized by Idaho Code to set county policy as needed.

NOW, THEREFORE, BE IT RESOLVED, that Boise County hereby adopts the Year 2000 Guidebook for Local Governments as the guidebook for Year 2000 preparation for Boise County.


FURTHER BE IT RESOLVED, that each elected official and department head shall review the Year 2000 Guidebook in detail, shall conduct all appropriate actions recommended, and shall submit to the Clerk of the Board the original Sign Off Form (as attached) signed and dated by the elected official or department head, with copies of all supporting documentation attached, by July 1, 1999.

APPROVED and ADOPTED this 15th day of March, 1999.

BOISE COUNTY BOARD OF COMMISSIONERS



John S. Foard, Jr., Chairman of the Board

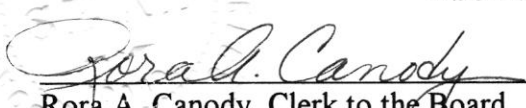


John N. Dyer, Commissioner



Dale Hanson, Commissioner

Attest:



Rora A. Canody, Clerk to the Board

BOISE COUNTY

YEAR 2000 SIGN-OFF FORM

INFORMATION TECHNOLOGY SYSTEMS			
1. Have you identified your software, including custom-developed, vendor-supplied, and utility and operating system software, and compiled the inventory?			
2. Have you identified your hardware, including PCs, file servers, and network equipment, and compiled the inventory?			
3. Have you identified and inventoried internal and external interfaces?			
4. Have you completed containment activities by inserting a warranty clause in all new and existing IT contracts you have?			
5. Have you distributed third-party confirmation letters to your vendors addressing Year 2000 compliance?			
6. Are you logging responses to the letters and following up on vendors who do not respond?			
7. Have you completed a Y2K assessment of your IT systems to determine the impact to your department?			
8. Have IT systems been prioritized? Are all systems that support critical services identified and addressed?			
9. Have you developed contingency plans for critical systems?			
10. Have systems, including interfaces, been tested for Y2K readiness?			
EMBEDDED SYSTEMS			
11. Have you identified your embedded systems, including manufacturing, process control, transportation, building/facility, communication, medical, commerce, and office devices?			
12. Have you completed containment activities by inserting a warranty clause in all new and existing embedded systems contracts you have?			
13. Have you distributed third-party confirmation letters to your vendors addressing Year 2000 compliance?			
14. Are you logging responses to these letters and following up with vendors who do not respond?			
15. Have you completed a Y2K assessment of your embedded systems to determine the impact to your department?			
16. Have embedded systems been prioritized? Are systems that support critical services identified and addressed?			
17. Have you developed contingency plans for critical systems?			
18. Have all systems that are critical been upgraded or replaced?			
19. Have systems been tested for Y2K readiness?			

I certify that, to the best of my abilities and knowledge, I have completed the efforts noted above to address the Year 2000 date problem within my department. Year 2000 readiness activities are complete.

Date: _____

Department/Division: _____

Signature: _____

Title: _____

Print Name: _____