



Information and General Services Department

950 Maidu Avenue
Nevada City, CA 95959
Phone: 530-265-1238
Fax: 530-265-7112

Information Systems
Geographic Information Systems
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NEVADA COUNTY BOARD OF SUPERVISORS **Board Agenda Memo**

MEETING DATE: May 14, 2019

TO: Board of Supervisors

FROM: Steve Monaghan, Chief Information Officer

SUBJECT: Resolution authorizing the capital asset purchase of a email archive system and amending the FY 2018-19 Information Systems Budget (requires 4/5 affirmative vote)

RECOMMENDATION: Adopt the Resolution

FUNDING: A release of \$27,197.95 from the Information Systems Infrastructure assignment of the General Fund is requested to purchase an email archive system upgrade. A budget amendment is requested to increase the FY2018-19 Information Systems budget for this purchase.

BACKGROUND: Email continues to be a central component for the county to research and respond to litigation holds, eDiscovery requests and perform internal reviews of communications between county employees and with outside entities. County retention policies identify the need to have 5 years of email data available, however recent retention requirements exceed that limit. The current archiver is running out of space to retain further data. This archiver will provide for 3 to 4 years of continued storage to meet this need.

The purchase of the email archive system upgrade, a Barracuda Message Archiver 650, enables the County's continued retention of email. This purchase has been scheduled in the Information Systems infrastructure five-year spending plan and has been recommended for funding from the Information Technology assignment of the General Fund by the Information Systems Steering Board.

Item Initiated and Approved by: Steve Monaghan

Submittal Date: April 29, 2019

Revision Date: