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To: Budget Committee Members
From: Mark Langston IT Director
Subject: Policy and fee review for Cell phones

Request:
I am requesting the Committee review the current cell phone options and allowances and give recommendations.

Justification:
Current Financial policy "Section 500 - Cell Phones and Communications Allowances" allow for the following options and pricings. (many of which are out of line or not available.)

Current Option 1

County provided devices with the following usage plans

Low usage - Less the 200 min a month
Medium Usage 200-500 Min a month
High Usage (Greater than 500 min per month

Note: These plans are no longer available as defined, Current options are either pre-paid phones or Pay-by-the-minute plans

The County pays plan costs and purchases device. Device replacement can occur after two years of usage. The current average cost for this is $40/Mo + devices at $300

Recommended changes for option 1 (County owned devices)

- Get rid of all current options,
- If AO determines a phone should be provided, Est cost $40/ month $300 device purchase limit at two-year intervals. Department pays actual costs

Current Option 2

Phone Allowance options

Voice usage only. No data/text used for County Business
25 to 50 min/Month - $5
51 to 100 Min/Month $10
101 to 200 Min/Month $30
201 to 500 Min/month $40
>500 min/month $50

Voice, data and text plans
Level 1 - 100 to 200 Min/month $60
Level 2 - 201 to 500 Min/month $70
Level 3 - >500 min/month $80

Phones requiring WPS service (Wireless Priority Service (AT&T Only)) receive an additional $5 a month.

Recommended changes for option 2 (Stipend).

- Eliminate voice usage only options
- Change allowances to:
    - Level 1 $27.50
    - Level 2 $37.50
    - Level 3 $52.50
+ WPS fee added if service is needed.

I appreciate your consideration.