

SECURITY INFORMATION POLICY

1. For the protection of the county employees, visitors to county facilities, persons in county care, custody or control, and for the protection of county property, the Board of Supervisors, hereby adopts this Security Information Policy, pursuant to Iowa Code section 22.7(52)(2006). This policy is effective as of July 1, 2006.
2. The Board of Supervisors has determined that certain confidential information developed and maintained by the county concerning security procedures and emergency preparedness, if disclosed could reasonably be expected to jeopardize such employees, visitors, persons, or property.
3. The following information shall be kept confidential unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:
 - a) Information directly related to vulnerability assessments;
 - b) Information contained in records relating to security measures such as security and response plans, security codes and combinations, passwords, restricted area passes, keys, and security or response procedures;
 - c) Emergency response protocols;
 - d) Architectural, engineering or construction diagrams, and
 - e) Information contained in records that if disclosed would significantly increase the vulnerability of critical physical systems or infrastructures of the county to attack.

Accepted this 20th day of June, 2006

Dean A. Hoag, Chairman, Board of Supervisors
Larry Hood, Supervisor
Larry Nicholson, Supervisor

Attested by:

Judy Hower, Auditor

Judy - FYI

Craig and Cindy Voorde

From: "Calhoun County Attorney" <calcoaty@iowatelecom.net>
To: <ccvoorde@iowatelecom.net>
Sent: Thursday, June 08, 2006 8:04 AM
Attach: security Information policy sample 606.doc
Subject: Fw: HF 2590

----- Original Message -----

From: Tammy Norman
Cc: David Vestal
Sent: Thursday, June 08, 2006 7:44 AM
Subject: HF 2590

House File 2590 pertains to county records regarding emergency preparedness and security information. Things like jail evacuation plans and courthouse security assessments.

The bill allows counties to treat these records as confidential. But in order to do that, the board of supervisors has to adopt a policy listing the type of records that will be confidential.

The previous law which had made these records confidential is repealed as of July 1, 2006. So if counties want these records to remain confidential as of that date, they need to adopt a policy.

It would be preferable to have a local committee decide which records need to be confidential. But there is probably not time to do that prior to July 1, 2006. So I have attached a sample policy that you can use.

In adopting a security information policy, boards of supervisors need to work with their county attorneys.

Contact us if you have any questions.

David Vestal
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 Iowa State Association of Counties
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Please be advised that the information you receive from the ISAC office is not legal advice. In addition you must consult your county attorney to make sure that any of the information you receive from ISAC is in accordance with current state law and your particular facts and situation.

*copied to Karin, Bill, Bill D, Sue J 6/8/06
 Debra H. Hildebrand*

6/8/2006

Emergency Preparedness Information HF 2590

In this bill the Legislature gave counties the right to treat certain records as confidential, if the records relate to emergency preparedness information or security procedures. These particular records can be exempted from the Public Records Law. But the exemption only applies if the board of supervisors has “adopted a rule or policy identifying the specific records or class of records to which” this exemption applies.

The new law goes into effect on July 1, 2006. And the previous exemption which had applied to this type of records is repealed as of that date. So these records are no longer confidential as of July 1, 2006, unless the board of supervisors has acted.

Here is a policy that the board of supervisors can adopt by motion. ISAC has emailed copies of this policy to all county auditors and county attorneys, and posted a copy on the ISAC website.

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