

RESOLUTION TO AMEND THE POLICY AND PROCEDURES FOR PERSONALLY IDENTIFIABLE INFORMATION AND PROTECTED PERSONALLY IDENTIFIABLE INFORMATION FOR THE CITY OF MARSHALLTOWN

WHEREAS, the City of Marshalltown, Iowa created a policy and procedures for personally identifiable information and protected personally identifiable information May 26, 2020 in order to protect employees, customers, vendors, contractors, volunteers, etc. and to comply with the Uniform Grant Guidance in Title 2 Code of Federal Regulations (CFR) Grants and Agreements and Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; and

WHEREAS, the updated policy now indicates that if a City-owned electronic device is lost, it should be reported to the City’s Information Technology Contractor immediately after discovery; and

WHEREAS, the updated policy outlines record disposal procedures in more detail; and

WHEREAS the council finds that adopting this policy is in the best interest of the City of Marshalltown, Iowa.

THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA: to update the Policy and Procedures for Personally Identifiable Information and Protected Personally Identifiable Information.

Passed this 23rd day of May 2022, and signed this _____ day of May 2022.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Alicia Hunter, City Clerk