April 8, 2022

MEMORANDUM

TO: **Independent Special Districts**
FROM: **Mark Thomas, ISD Director and CIO**
SUBJECT: **2020-2021 Grand Jury Recommendations**

Dear Special District Representatives,

The 2020-2021 San Joaquin County Grand Jury issued report, 'Case #0220 – Independent Special Districts: Transparency "Not Found"' in which it recommended that the Information Systems Department (ISD) complete the following:

R5.1: By March 31, 2022, the San Joaquin County Information Systems Division create a catalog of available services, benefits, costs, and sample MOUs, and distribute to all independent special districts.

R5.2: By March 31, 2022, the San Joaquin County Information Systems Division, in conjunction with at least one independent special district, create a working, model website that can be maintained and expanded by the independent special district.

After obtaining a brief extension of time from the Grand Jury to complete the tasks identified above, included in this distribution, please see ISD's catalog of services and associated benefits and costs. Note that the services listed in the catalog are not independent of each other and are not offered individually. ISD will negotiate Service Level Agreements (SLAs) with interested special districts that detail the specific services to be provided along with one-time and recurring charges. A sample SLA for the construction and hosting of a district website is attached.

ISD partnered with the Tracy Cemetery Special District to construct a model website at the following URL: https://sjgov.org/test-group/tracy-public-cemetery-district/tracy-home. The website utilizes ISD's content management system and resides on the County's hosting platform. The content management system offers both a staging and production environment which enables authorized special district staff to maintain and expand district websites on their own. Additionally, ISD's hosting platform can be protected by next generation and web application firewalls, offering robust security and protection from cyber-attacks.

If you are interested in making use of ISD's IT services for your Independent Special District, please contact the ISD Service Desk (isdservicedesk@sjgov.org, 209-953-4357) or contact ISD's main number at 209-468-3940 to schedule a meeting to discuss your needs.

Sincerely,

Mark Thomas
ISD Director and CIO