

BURNET COUNTY TECHNOLOGY STANDARDS AND PRODUCT GOVERNANCE POLICY

Policy Number: TD-2025-002

Effective Date: _____

Last Revised: 2026.06.02

PURPOSE

The purpose of this policy is to establish standardized technology platforms, products, configurations, and security requirements for technology utilized throughout Burnet County.

This policy is intended to promote:

- Cybersecurity and risk reduction
- System compatibility and interoperability
- Efficient technology support and maintenance
- Technology lifecycle management
- Cost-effective use of public resources
- Consistent technology standards across County operations

This policy does not govern procurement authority, purchasing approvals, or competitive procurement requirements established under Texas Local Government Code Chapter 262 or other applicable laws. All purchasing activities remain subject to the authority of the Purchasing Agent, Auditor, Commissioners Court, and other authorized officials as provided by law.

SCOPE

This policy applies to:

- County-owned technology systems and infrastructure.
- Hardware, software, cloud services, and technology-related products acquired for County use.
- County departments and offices utilizing County technology resources.
- Technology vendors providing products or services connected to County systems.

POLICY STATEMENT

3.1 Technology Standards Program

The Technology Department shall maintain approved technology standards and product catalogs designed to support County operations, cybersecurity, supportability, and long-term sustainability.

The standards program shall establish:

- Approved hardware platforms.
- Approved software applications.
- Approved operating systems.
- Approved cloud services and subscriptions.
- Standard workstation and mobile device configurations.
- Security configuration requirements.
- Technical specifications for network-connected equipment.

3.2 Approved Technology Products

The Technology Department shall evaluate and approve technology products based on:

- Cybersecurity requirements.
- Compatibility with existing County systems.
- Vendor support and reliability.
- Lifecycle and maintenance considerations.
- Total cost of ownership.
- Operational requirements.
- Regulatory and compliance considerations.

The resulting approved product list shall serve as guidance for departments seeking technology solutions.

3.3 Non-Standard Technology Requests

Departments may request consideration of products not currently included on approved standards lists.

The Technology Department shall review proposed products and provide recommendations regarding:

- Security implications.
- Technical compatibility.
- Support requirements.
- Operational impacts.
- Lifecycle considerations.

Technology Department review shall not replace or supersede procurement requirements, purchasing authority, or statutory approval processes.

TECHNOLOGY REVIEW PROCESS

4.1 Standards Review

Prior to procurement, departments are encouraged to consult with the Technology Department regarding technology requirements and available approved solutions.

The Technology Department may provide guidance regarding:

- Product selection.
- Technical specifications.
- Compatibility requirements.
- Security considerations.
- Implementation requirements.

4.2 Cybersecurity Review

Technology solutions that connect to County infrastructure or process County information may be reviewed to ensure compliance with established cybersecurity standards and best practices.

Review criteria may include:

- Endpoint security capabilities.
- Access control requirements.
- Data protection controls.
- Vendor security posture.
- Regulatory compliance requirements.
- Network compatibility.

ROLES AND RESPONSIBILITIES

5.1 Technology Department

The Technology Department shall:

- Maintain approved technology standards.
- Maintain approved hardware and software catalogs.
- Evaluate emerging technologies.
- Establish cybersecurity requirements.
- Provide technical recommendations.
- Support lifecycle planning and technology modernization efforts.
- Promote interoperability and enterprise-wide efficiencies.

5.2 County Departments and Offices

Departments and offices shall:

- Consult technology standards when evaluating technology needs.
- Coordinate with the Technology Department regarding technical requirements.
- Consider approved products whenever practical and operationally appropriate.
- Participate in technology planning efforts when requested.

5.3 Purchasing Agent

Nothing in this policy alters the authority, responsibilities, or duties of the Purchasing Agent under applicable law.

All purchases shall continue to be conducted in accordance with:

- Texas Local Government Code Chapter 262.
- Burnet County purchasing policies.
- Applicable budgetary controls.
- Commissioners Court approvals where required.

GUIDING PRINCIPLES

Technology standards shall be developed and maintained using the following principles:

- Security First – Reduce cybersecurity risks and protect County information assets.
- Compatibility – Ensure systems function effectively across County operations.
- Supportability – Standardize platforms to improve support and service delivery.
- Lifecycle Management – Promote sustainable replacement and upgrade planning.
- Cost Efficiency – Reduce unnecessary duplication and maximize value.
- Transparency – Maintain clear documentation and objective evaluation criteria.

EXCEPTIONS

Exceptions to technology standards may be granted when operational, statutory, public safety, judicial, law enforcement, or business requirements necessitate alternative solutions.

Approved exceptions should be documented and reviewed periodically to ensure continued business justification and acceptable risk levels.

POLICY REVIEW

This policy shall be reviewed annually and updated as necessary to reflect changes in technology, cybersecurity threats, regulatory requirements, and County operational needs.

CONTACT INFORMATION

Burnet County Technology Department

APPROVAL

Approved:

Burnet County Commissioners Court

Date: _____

Technology Director

Date: _____

Purchasing Agent

Date: _____

County Attorney

Date: _____