

CalMHSA iPad Usage Policy

Resolution No. 11-03

WHEREAS, CalMHSA recognizes the benefit of using technology to enhance the business of the Authority,

WHEREAS, CalMHSA has issued an iPad to the board representative for each member county,

WHEREAS, CalMHSA has outlined the usage of the issued iPads in the policy below,

NOW THEREFORE, The Board of Directors hereby confirms that the iPad Usage Policy is effective as of the date of this meeting, February 10, 2011.

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY (CalMHSA)

iPad Usage Policy

Through continued technological development, California Mental Health Services Authority (CalMHSA) is dedicated to reducing its use of material resources while improving on the delivery of its mission. The use of iPads will provide the CalMHSA board of directors with convenience, speed and cost-effectiveness as well as providing environmental benefits.

A. Ownership

1. Upon approval of membership in the CalMHSA Joint Powers of Authority (JPA), one iPad will be issued to the county's designated board member, or to the alternate if it is determined that the alternate will be the county's primary representative. iPads issued to board members are the property of CalMHSA. Board members have no ownership, interest or right to title of the iPads.
2. Each board member issued an iPad is responsible for the security and care of that iPad, regardless of where the iPad is used.
3. All iPads will be covered by the AppleCare Protection Plan. Board members shall contact AppleCare at 1-800-APL-CARE (1-800-275-2273) with any technical, warranty or repair issues; CalMHSA staff shall be notified of the issue concurrently.
4. Upon change in county representation, the iPad will be returned to CalMHSA staff, who will have the iPad wiped and will reissue the unit upon receipt of the necessary paperwork from the new county board member.

B. License Agreements

1. CalMHSA is the sole licensee of the software included with the iPad. Any copying, modification, merging or distribution of the software by the board member, including written documentation, is prohibited. The board member is responsible for complying with any and all hardware, software and service provider licensing agreements, terms of use, and applicable state and federal copyright and other intellectual property protections. Violation of any such licenses, terms or laws shall constitute a violation of this policy.

C. Liability

1. Board members are responsible for all material sent by and/or stored on the iPad issued to them. Board members accept responsibility for keeping their iPad free from all inappropriate or dangerous files.
2. CalMHSA is not liable for any material sent by and/or stored on iPads issued to board members.

D. Acceptable Use

1. CalMHSA only authorizes use of its iPads in a manner that supports its mission.
2. Personal use is permissible so long as, in the determination of CalMHSA, it does not interfere with the JPA's mission, does not interfere with or negatively impact any other person's or entity's rights and work and/or learning environment, and does not conflict with any law.
 - i. Notwithstanding the above described permissible personal uses, CalMHSA's iPads are not to be used for personal profit or non-profit purposes such as advertising, rentals, selling or buying things, soliciting for charity, or other such uses.
 - ii. A nonexclusive example of illegal activity for which the iPads may not be used is transmission or storage of copyrighted materials not in the name of the board member or CalMHSA.
3. Installation of applications is limited to applications that are consistent with the terms listed in this policy and are available through the iTunes application store.
4. Modification of the iPad's operating system to allow installation of applications not approved by Apple is prohibited.

E. Loss and Damage

1. Board members are personally responsible for the security and safety of their assigned iPads and will be held fully liable if stolen, lost, destroyed or not returned. Board members will be required to reimburse CalMHSA for the full replacement cost of the iPad if it is stolen, lost, destroyed or not returned. The replacement cost will be the same as the original purchase price of the iPad.

2. Loss of or damage to a CalMHSA iPad must be reported immediately to CalMHSA staff.
3. Board members must not modify, upgrade, or attempt to repair iPads issued under this policy without the express permission of CalMHSA. All repairs must be made through the AppleCare Protection Plan. Repairs not covered by the AppleCare Protection Plan which are determined to be caused by negligence, shall be covered by the board member.

F. Data Plan

1. Board members may individually select to purchase a 3G data plan; CalMHSA will not reimburse for data plan expenditures.

I have read and agree to the terms of the CalMHSA iPad Usage Policy.

Name

County/City

Signature

Date

Date Adopted: February 10, 2011

Date of Last Revision: N/A

Replaces Resolution No: N/A

Ayes: _____

Noes: _____

Abstains: _____

Absent: _____

NAME

TITLE

DATE