

1 **A RESOLUTION PROHIBITING TEMPORARY WORKERS FROM ACCESSING**
2 **PERSONALLY IDENTIFIABLE INFORMATION MAINTAINED BY FULTON**
3 **COUNTY; REQUIRING THOSE TEMPORARY WORKERS WHOSE DUTIES**
4 **ABSOLUTELY REQUIRE THEM TO HAVE ACCESS TO SUCH INFORMATION TO**
5 **RECEIVE CYBER SECURITY TRAINING AND TRAINING RELATED TO THE**
6 **HANDLING OF PERSONALLY IDENTIFIABLE INFORMATION MAINTAINED**
7 **BY THE COUNTY; AND FOR OTHER PURPOSES.**

8
9 **WHEREAS**, Fulton County, Georgia is a political subdivision of the State of
10 Georgia, existing as such under and by the Constitution, statutes, and laws of the State;
11 and

12 **WHEREAS**, pursuant to O.C.G.A § 10-1-911(6), personal information under
13 Georgia law, which in some contexts is also known as Personally Identifiable
14 Information ("PII"), consists of an individual's first name or first initial and last name,
15 combined with other identifying information including their social security number, and
16 driver's license or state identification number with at least one piece of such information
17 being unencrypted; and

18 **WHEREAS**, the Board of Commissioners recognizes that unauthorized access
19 to PII maintained by the County exposes the individuals whose PII is improperly
20 accessed to injury and the County to potential liability and damages; and

21 **WHEREAS**, Fulton County Policy 600-60, Information Technology-Acceptable
22 Use Policy generally addresses Information Security, including the handling of PII; and

23 **WHEREAS**, while Fulton County Policy 600-60 applies to all those who work for
24 the County, whether permanent or contract employees or temporary workers, the Board
25 of Commissioners is concerned that the policy does not adequately address the unique
26 risks posed by temporary workers having access to PII maintained by the County; and

27 **WHEREAS**, the Board of Commissioners believes that temporary workers

utilized by the County should generally be prohibited from having any access to the PII maintained by the County; and

WHEREAS, the Board of Commissioners recognizes, however, that there may be times where a temporary worker requires access to PII to perform the tasks assigned to the temporary worker; and

WHEREAS, despite the occasional need for a temporary worker to have access to the PII maintained by the County, the Board of Commissioners believes that before a temporary worker is permitted to engage in work that requires the handling of any PII maintained by the County, the temporary worker must receive cyber security training to include training on the County's information technology policies, procedures and practices before engaging in work that requires the handling of any PII maintained by the County.

NOW, THEREFORE, BE IT RESOLVED, that temporary workers used by the County shall not have access to Personally Identifiable Information maintained by the County unless absolutely necessary to perform their duties.

BE IT FURTHER RESOLVED, that the County Manager or his designee is directed to develop a training program for temporary workers utilized by the County regarding access to and the handling of Personally Identifiable Information maintained by the County.

BE IT FURTHER RESOLVED, that if Fulton County deems it absolutely necessary for a temporary worker to have access to personal information, the temporary worker shall undergo training specifically tailored to the handling and usage of Personally Identifiable Information.

BE IT FURTHER RESOLVED, that the County Manager or his designee is directed to review all County policies related to sensitive, confidential information, maintained by the County including, but not limited to Personally Identifiable Information, and to revise the same to reflect the contents of this resolution.

BE IT FINALLY RESOLVED, that this Resolution shall become effective when adopted, and that all resolutions in conflict with this Resolution are hereby repealed to the extent of the conflict.

SO PASSED AND ADOPTED, by the Board of Commissioners of Fulton County,
Georgia the 5th day of October, 2022.

FULTON COUNTY BOARD OF COMMISSIONERS

Sponsored by:

Liz Hausmann, Vice-Chairperson
District 1

ATTEST:

Tonya R. Grier, Clerk to the Commission

APPROVED AS TO FORM:

Y. Soo Jo, County Attorney