



# COUNTY OF SACRAMENTO

## Inter-Departmental Correspondence

**For the agenda of:** October 4, 2007

**TO:** Information Technology Policy Board Members

**FROM:** Jeff Leveroni, Chair  
Technology Review Group

**SUBJECT:** Update to the Countywide IT Systems Patch Currency Policy

### 1. RECOMMENDATION:

Approve the policy guidelines outlined in this document as the County of Sacramento IT Systems Patching policy.

### 2. BACKGROUND:

Because of ongoing threats to corporate and government networks and the need for stable and consistent integration, system patch currency becomes paramount. Without a Countywide policy, system patching is left up to the individual Administrators discretion. The County of Sacramento is at increased risk for security breaches, significant infrastructure failure or increased cost of ownership because of Departmental inconsistencies.

### 3. SCOPE:

The scope of this document defines the root level patch policy for all IT systems within the County of Sacramento's Wide Area Network. The intent of the policy is to provide uniformity as to the importance of patching and the need for its quick and effective deployment.

### 4. DISCUSSION:

This policy will provide the County of Sacramento with guidelines for patch currency. These guidelines include all firmware and software patching. Line Business Management and Information Technology Providers must use these guidelines along with system administrators to maintain patch currency.

## **5. POLICY GUIDELINES:**

- a. All IT systems within the COS Wide Area Network must be patched within reasonable acceptance levels. Those parties responsible for IT systems must define reasonable acceptance levels and review periods for that IT system. If no Countywide governing body for the system exists, then it is the responsibility of the administrator to assure system currency.
- b. Patches must be deployed within a reasonable time period in relation to the level of risk. Particular consideration must be made for patches that would correct exploits that represent imminent risk or could adversely affect County of Sacramento Wide Area Network IT System(s).
- c. Any IT System representing significant risk due to lack of patching or adverse impact due to vulnerability exploit will be removed from the County of Sacramento Wide Area Network until such time that it can be properly patched.
- d. Any inability to maintain patch currency due to IT system limitation or any other reason must be documented and communicated to the County of Sacramento Chief Information Security Officer or the Chief Information Security Officer's designee(s)
- e. Current patch versions and timeline information can be located on the TRG website in the Patch Management Committee workgroup content.

The Patch Management Committee (a subcommittee of the TRG) will be responsible for updating the patch minimums with approval from the TRG. The TRG will be responsible for maintenance of the web site listed in item 5.

## **6. IMPACT OF IMPLEMENTING THIS RECOMMENDATION:**

Approval of this recommendation will provide uniformity as to the importance of patching and the need for its quick and effective deployment. It will require responsible parties of IT systems to exert greater efforts in keeping their IT systems current.