

INDIAN RIVER COUNTY
MEMORANDUM

TO: Jason Brown
County Administrator

FROM: Suzanne Boyll
Human Resources Director

DATE: January 7, 2020

SUBJECT: Revision to Administrative Policy AM-604.1 Solicitation and Distribution

BACKGROUND:

Indian River County has established administrative policies outlining various policies, practices and procedures applicable to County employees. At the January 7, 2020 BCC meeting, the Indian River County Board of County Commissioners voted to update AM-604.1 Solicitation and Distribution policy to address using the County's email system.

FUNDING:

There is no budgetary impact.

RECOMMENDATION:

Staff recommends the Board approve the revisions to Administrative Policy AM-604.1 Solicitation and Distribution.

ATTACHMENTS:

AM-604.1 Solicitation and Distribution Policy (markup)
AM-604.1 Solicitation and Distribution Policy (final)