

From: Rick Thompson - Texas Association of Counties (Texas Association of Counties)
<rickt@members.county.org>
Sent: Thursday, January 23, 2020 7:30 AM
To: J Davis Tyler County
Cc: Commissioners-Court-Community
Subject: [TAC-Commissioners Court] Keep Your County Compliant with HB 3834

Judges and Commissioners,

A new state law, [HB 3834](#), effective June 14, 2019, requires all local government employees and elected officials who have access to a local government computer system or database to complete a cybersecurity training program certified by the [Texas Department of Information Resources \(DIR\)](#) at least annually. County officials and staff have until June 14, 2020, to complete training for the first annual requirement.

Registration for the TAC free cybersecurity training course that has been certified by the DIR is now open. To enroll your county in this course, complete the registration process found on [our webpage](#).

To ensure convenient and efficient implementation for Texas counties, TAC is relying on commissioners courts to enroll their county staff *in its entirety*, rather than on an individual or office level.

Questions? Contact TAC Membership Services at SecurityTraining@county.org.

Join

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TEXAS ASSOCIATION of COUNTIES



Cybersecurity Course Enrollment Form for Counties

Under a new state law, Tex. Gov't Code § 2054.5191, effective June 14, 2019, all local government employees and elected officials who have access to a local government computer system or database must complete a cybersecurity training program certified by the Texas Department of Information Resources (DIR) at least annually.

In response to the new cybersecurity training mandate and in furtherance of our continued commitment to our county family, TAC is offering a free cybersecurity course that has been certified by DIR and fulfills the requirements of the new law.

Should your county choose to participate in TAC's cybersecurity training program, **please have your Commissioners Court approve your county's participation and complete the enclosed form and return via email to SecurityTraining@county.org or fax to (512) 477-1324.** For more information about the underlying legislation and TAC's cybersecurity training course, please visit county.org/cybersecurity.

The course will first be made available to enrolled counties on Jan. 15, 2020 and should be completed by June 14, 2020. Enrollment is available on a rolling basis throughout the year.

Printed Name

Jacques L. Blanchette
County Judge

County Name

TYLER

Authorized Signature

Jacques L. Blanchette

Date

01-23-20

Assigned Course Administrator

Please indicate the individual who will serve as the primary point of contact with TAC staff for purposes of enrolling participating county officials and employees in the cybersecurity training course. The designated individual will be asked to provide a list of all participating county employees and elected officials' names, email addresses, and positions held. The designated individual will also be asked to regularly add or remove users from access to the training program upon separation from county employment.

The course administrator will have access to reports reflecting the course completion status of all participating county employees and elected officials. If your county would like multiple administrators, please include their contact information on the following page.

Name of Administrator: _____

Email of Administrator: _____

Phone Number of Administrator: _____

Position/Office of Administrator: _____

County IT Administrator

Please indicate the individual responsible for IT administration for your county. Upon request, TAC will coordinate with your IT Administrator to facilitate smooth deployment of the cybersecurity training program for your personnel and electeds.

Name of IT Administrator: _____

Email of Registrant: _____

Phone Number of Registrant: _____

Additional Course Administrators (Optional)

Please indicate any additional county employees who will have access to regularly add/remove users from training according to employment changes within the county. Administrators will have access to reports reflecting the course completion status of all county employees.

Name of Administrator: _____

Email of Administrator: _____

Phone Number of Administrator: _____

Position/Office of Administrator: _____

Name of Administrator: _____

Email of Administrator: _____

Phone Number of Administrator: _____

Position/Office of Administrator: _____

Name of Administrator: _____

Email of Administrator: _____

Phone Number of Administrator: _____

Position/Office of Administrator: _____

To enroll your county's employees in TAC's free DIR-certified cybersecurity training course, complete the requested information below for your county's employees, and send via email to SecurityTraining@county.org in .xls, .xlsx or .csv format.

Please note, all fields are required. Please be sure that all enrolled users have an email address (this is how training is sent) and that all information is spelled correctly, or training will not be sent properly.

E-mail

joe.student@texascounty.tx.us

First Name	Last Name	Title/Position	County Office/Department	County
Joe	Student			