

SNOHOMISH COUNTY FIRE DISTRICT #5

RESOLUTION NO. 2023-04

**A RESOLUTION APPOINTING SNOHOMISH COUNTY FIRE DISTRICT
#5 RECORDS RETENTION OFFICER POSITION**

WHEREAS, Snohomish County Fire District #5 is required to comply with the Washington State Public Records Act (chapter 42.56 RCW) and the retention requirements established by the Washington State Department of Archives; and

WHEREAS, in order to comply with these requirements, the District needs to establish a Records Retention Officer with responsibility to manage all District records and to comply with the statutory and regulatory requirements that govern the records of Snohomish County Fire District #5; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Snohomish County Fire District #5 that the Board of Commissioners appoints the Snohomish County Fire District #5 Assistant District Secretary as the Records Retention Officer.

ADOPTED by the Fire Commissioners of Snohomish County Fire District #5 the 9th day of January 2023.

Steven Robert Fox Title: Commissioner

Mr. C. C. E. Title: Commissioner

Kelly Deegan Title: Commissioner

ATTEST:

Cathy Barth
Cathy Barth, Board Secretary