

RESOLUTION 2020-04

**A RESOLUTION APPOINTING WEST BENTON REGIONAL FIRE
AUTHORITY RECORDS RETENTION OFFICER POSITION**

WHEREAS, West Benton Regional Fire Authority 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 Fire Authority's needs to establish a Records Retention Officer with responsibility to manage all Fire Authority's records and to comply with the statutory and regulatory requirements that govern the records of West Benton Regional Fire Authority; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the West Benton Regional Fire Authority that the Governing Board appoints the West Benton Rescue Fire Authority Administrator as the Records Retention Officer.

PASSED this 7th day of January 2020

_____ Title: *Commissioner*
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ATTEST:

Jessica Trevino, Administrator