

**BEFORE THE BOARD OF HEALTH  
SPOKANE REGIONAL HEALTH DISTRICT**

**RESOLUTION #21-05**

RE: 1) PROVIDING CONTINUED AUTHORITY FOR THE SPOKANE REGIONAL HEALTH DISTRICT (SRHD) ADMINISTRATIVE OFFICER TO LEGALLY BIND SRHD FOR ALL CONTRACTS AND PROCUREMENTS RELATED TO FEDERAL FUNDS; AND 2) AUTHORIZE THE SRHD DEPUTY DIRECTOR AND FINANCE MANAGER TO ACT AS DESIGNEES IN THE SRHD ADMINISTRATIVE OFFICER'S ABSENCE

WHEREAS, Resolution #20-09 provided authority for the Spokane Regional Health District, Administrative Officer, Amelia E. Clark, to legally bind the Spokane Regional Health District for all contract and procurement related purposes where federal funds are used and to request federal grant reimbursement; and

WHEREAS, in the case of the Spokane Regional Health District Administrative Officer's absence, the Spokane Regional Health District Finance Manager, Kim Kramarz, was authorized to act as a designee to legally bind the Health District; and

WHEREAS, a Deputy Administrative Officer was recruited in April 2021 to assist and provide backup duties for the Administrative Officer to include oversight of agency contracts; and

WHEREAS, to assure a continuity of operations if the Administrative Officer is absent, a designee(s) must be appointed to have authority to legally bind the Health District and request federal grant reimbursement.

NOW, THEREFORE, BE IT RESOLVED, that the Spokane Regional Health District Board of Health provides:

- 1) Continued authority for the Spokane Regional Health District, Administrative Officer, Amelia E. Clark, to legally bind the Spokane Regional Health District for all contract and procurement related purposes where federal funds are used and to request federal grant reimbursement as stated in Resolution #20-09.
- 2) In the case of the Spokane Regional Health District Administrative Officer's absence, the Board of Health authorizes the Spokane Regional Health District Deputy Administrative Officer or the Spokane Regional Health District Finance Manager to act as a designee to legally bind the Health District.

Signed this 24th day of June 2021 in Spokane, Washington.

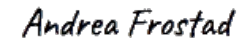
SPOKANE REGIONAL HEALTH DISTRICT  
BOARD OF HEALTH

  
Mary L. Kuney (Aug 2, 2021 09:07 PDT)  
\_\_\_\_\_  
CHAIR, COMMISSIONER MARY KUNEY

  
Breean L. Beggs (Aug 1, 2021 22:48 PDT)  
\_\_\_\_\_  
BREEAN BEGGS, COUNCIL PRESIDENT

**ABSENT**

AL FRENCH, COMMISSIONER

  
\_\_\_\_\_  
ANDREA FROSTAD, BOARD MEMBER


  
Tim Hattenburg (Jul 30, 2021 15:53 PDT)  
\_\_\_\_\_  
TIM HATTENBURG, COUNCILMEMBER


  
Josh Kerns (Jul 30, 2021 16:57 PDT)  
\_\_\_\_\_  
JOSH KERNS, COMMISSIONER

  
\_\_\_\_\_  
VICE CHAIR, MAYOR KEVIN FREEMAN

  
Jason Kinley (Aug 17, 2021 16:21 PDT)  
\_\_\_\_\_  
JASON KINLEY, BOARD MEMBER

  
Karen Stratton (Jul 30, 2021 16:25 PDT)  
\_\_\_\_\_  
KAREN STRATTON, COUNCILMEMBER

  
Ben Wick (Aug 10, 2021 07:23 PDT)  
\_\_\_\_\_  
BEN WICK, MAYOR

  
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BETSY WILKERSON, COUNCILMEMBER











# 21-05 Resolution-AO Authority Legal Bind Contracts Federal Funds DAODesignee


Final Audit Report

2021-08-17

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| Created:        | 2021-07-30                                  |
| By:             | Ann Pitsnogle (lpitsnogle@srhd.org)         |
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