

RESOLUTION 19-06-017

RESOLUTION DESIGNATING A PUBLIC RECORDS PERSON

WHEREAS, W.S. §16-4-202(e) (effective July 1, 2019) requires each Wyoming governmental entity to designate a person to receive all applications for public records; and

WHEREAS, W.S. §16-4-202(e) further requires the governmental entity to submit the name, business email address and business mailing address of the designated public records person to the Wyoming Department of Administration and Information for publication on the Department's official website; and

WHEREAS, W.S. §16-4-202(e) provides that the designated public records person shall serve as a point of contact between the governmental entity and applicants seeking public records.

THEREFORE, BE IT RESOLVED, that the Sheridan County Board of County Commissioners hereby designate the Sheridan County Administrative Director as the designated public records person for all applications for public records in the custody of Sheridan County administrative departments, including: Building Maintenance, Grants, Information and Technology/GIS, Maintenance, Parks and Recreation Board, Planning, Public Works, Airport, Public Health, Human Resources and Emergency Management.

IT IS FURTHER RESOLVED, that the Sheridan County Administrative Director is also designated as the public records person for all applications for public records in the custody of the Sheridan County Assessor, Attorney, Clerk of District Court, Coroner, County Clerk, Sheriff, and Treasurer, provided however, that those elected officials shall make all determinations regarding the release of public records in their custody.

RESOLVED this 18<sup>th</sup> day of June 2019

THE BOARD OF COUNTY COMMISSIONERS  
SHERIDAN COUNTY, WYOMING

ATTEST:

  
TOM RINGLEY, CHAIR

  
EDA SCHUNK THOMPSON, COUNTY CLERK