

RESOLUTION NO. 2025-3443

BE IT RESOLVED, in accordance with the provisions of Title 19, Section 1501(4), the following employee **Jessica Clayton**, is designated as a backup Requisitioning Officer, replacing **Charlotte Swindle** for the following account:

Fund Description

Org Code

Employee Benefits

40110110

Employee

Signature

Jessica Clayton

Replacing: Charlotte Swindle

The backup Requisitioning Officer shall identify purchases by the Department as prescribed by law and maintain a record of goods received and consumed by the Department. The designation shall be valid unless revoked or amended by the termination of employment or appointment of a new designee.

County Officer

Approved this 3rd day of September 2025.

Chairman

ATTEST:

Maressa Treat, County Clerk