

RESOLUTION NO. 2015-20

**A RESOLUTION OF THE OKANOGAN COUNTY TRANSIT  
AUTHORITY ADOPTING A RECORDS MANAGEMENT  
PROGRAM POLICY.**

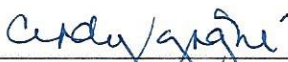
**WHEREAS**, the Board of Directors of the Okanogan County Transit Authority, hereinafter "Board," has determined that it is necessary to establish a records management program policy adopting procedures for managing records, including electronic records and other electronic communication mediums according to the provisions of the Public Records Act, RCW 40.14.

**NOW, THEREFORE**, be it resolved by the Board as follows:

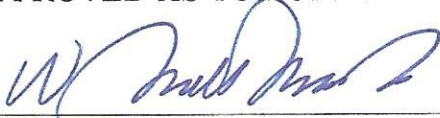
1. The Board does hereby approve and adopt the records management program policy presented to the Board on this date and entitled "Okanogan County Transit Authority Records Management Program Policy," as the records management program policy of the Okanogan County Transit Authority ("OCTA").

2. All employees of OCTA shall comply with the Okanogan County Transit Authority Records Management Program Policy in managing records according to the provisions of the Public Records Act, RCW 40.14.

PASSED BY THE BOARD at its meeting on the 11<sup>th</sup> day of May,  
2015.

  
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Cindy Gagne, Chairperson

APPROVED AS TO FORM:

  
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W. Scott DeTro, OCTA Attorney