

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## RESOLUTION

### SCOTT COUNTY BOARD OF SUPERVISORS

March 1, 2012

#### APPROVING A RESOLUTION TO SIGN A MEMORANDUM OF UNDERSTANDING WITH THE IOWA DEPARTMENT OF PUBLIC HEALTH RELATIVE TO SHAREPOINT CONTRACT MANAGEMENT SERVICES

WHEREAS, The Iowa Department of Public Health has implemented the use of SharePoint Server ("SharePoint") as its web-based document library system which allows the Iowa Department of Public Health and Authorized Users to distribute and receive competitive selection and service contract documents, business records and financial documents; and

WHEREAS, it the mutual desire of the Iowa Department of Public Health and the Scott County Board of Supervisors to collaborate on SharePoint electronic service contract initiatives; and

WHEREAS, certain limited rights to be delegated by the Board of Supervisors to individuals authorized according to criteria outlined in the SharePoint Memorandum of Understanding; and

WHEREAS, these individuals designed will have the authority to legally obligate the Board of Supervisors by inserting their electronic signature and submitting certain documents;

NOW THEREFORE, BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That it hereby determines the Health Department Director, the Deputy Health Department Director, and the Budget Manager have authorization to obligate the Board of Supervisors to approved agreements by inserting their electronic signature and submitting legal documents on behalf of the Board of Supervisors.

Section 2. That it hereby determines the Administrative Office Assistant in the Health Department has authorization to execute and submit financial documents and contractually required reports on behalf of the Board of Supervisors.

Section 3. That it hereby determines the Deputy Health Department Director has the authority to act as contract administrator for this SharePoint Memorandum of Understanding.

Section 4. That it hereby determines this resolution will cover contracts previously agreed upon during the FY12 fiscal year.

Section 5. This resolution shall take effect immediately.