

RESOLUTION #2015-148

**A RESOLUTION TO AUTHORIZE THE BOARD OF HEALTH VICE PRESIDENT
AND/OR PRESIDENT PRO TEM TO APPROVE HEALTH DEPARTMENT
EXPENDITURES, PROVIDE FOR THE DISBURSEMENT OF FUNDS, ENSURE THE
SAFEKEEPING OF HEALTH DEPARTMENT FUNDS, APPROVE TRAVEL REQUESTS
AND PAYMENTS, APPROVE DEPARTMENT WIDE PLANS AND POLICIES, AND
APPROVE ANY DOCUMENT REQUIRING BOARD OF HEALTH APPROVAL**

WHEREAS, the Board of Health has the authority to approve expenditures, disperse funds, and safeguard the funds of the Galion City Health Department; and

WHEREAS, the Board of Health is responsible for the management of the Galion City Health Department assets and funds; and

WHEREAS, the Board of Health desires adequate controls for the safekeeping of Health Department funds yet allow for the timely payment of bills and conduct of Health Department business; and

WHEREAS, all payroll related documentation, including travel requests and payments, is considered health department expenditures and/or disbursement of funds and

WHEREAS, designated departmental plans and policies may require Board of Health approval and

WHEREAS, the Board of Health desires to ensure the timely authorization of such documents

NOW, THEREFORE, BE IT RESOLVED that the Galion City Board of Health authorizes the Board of Health Vice President and/or President Pro Tem to approve any documentation related to the Galion City Health Department.

Be it further resolved that approving signature may be electronic in nature (or scanned electronic copies).

Be it further resolved that this authorization does not revoke the ability of the Board of Health President to approve such documents

Be it further resolved that the Health Commissioner may approve expenditures of Health Department funds in accordance with any specific authorization granted by the Board of Health during a Board meeting.

Be it further resolved that the Board of Health Vice President and/or President Pro Tem shall exercise his/her expenditure authority in a prudent and fiscally responsible manner, and consistent with all applicable policies and resolutions adopted by the Board of Health.

Adopted by the Galion City Board of Health this ____ day of _____, 20____.

Board of Health Representative

Trish Factor
Health Commissioner