

San Juan County Public Hospital District #2
Lopez Island Hospital District
RESOLUTION 2017 – 13

APPOINTING OF AUDITING OFFICER(S) FOR THE PURPOSE OF
AUTHORIZING THE ISSUANCE OF WARRANTS AND ELECTRONIC
TRANSACTIONS PRIOR TO BOARD OF COMMISSIONERS APPROVAL

WHEREAS, there may be circumstances when the Board of Commissioners does not meet prior to a day in which they would need to approve vouchers for the District's warrants and claims;

WHEREAS, there is a need by the District to process warrants and electronic payments in a timely and consistent manner;

WHEREAS, it would be of financial benefit to appoint Auditing Officer(s) to certify the voucher approval document for the correct and certified submission of vouchers to the San Juan County Auditor Office without awaiting a Commissioners meeting to authorize specific payments;

WHEREAS, RCW 42.24.180 authorizes the issuance of warrants before approval of the vouchers by the Board of Commissioners in order to expedite the payment of claims;

WHEREAS, this Agency shall enact the following policies and procedures pursuant to RCW 42.24.180:

1. All routine operating claims against Lopez Island Hospital District will be pre-audited and signed by the Auditing Officer.
2. Lopez Island Hospital District establishes the necessary purchasing and disbursing procedures that implements effective internal control for issuance of warrants and claims
3. The Board of Commissioners shall review and approve the claims paid at its next regularly scheduled public meeting; and
4. If the Board of Commissioners disapproves some claims, the Auditing Officer will recognize these claims as receivables of the District and will pursue collection diligently until the amounts are either collected or the Board of Commissioners approves the claims.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Lopez Island Hospital District does hereby authorize the Auditing Officer(s), Commissioners Albert Berger or Jim Orcutt, to submit vouchers for payment and disbursement in accordance with Auditing Officers policy/Resolution 2017-13 prior to the Board taking action to approve said claims;

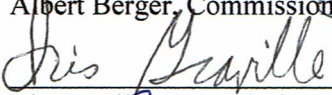
ADOPTED by the Board of Commissioners of Lopez Island Hospital District at a ^{special}~~regular~~ meeting held on this 10th day of August 2017.




Christa Campbell, Chair of the Commission



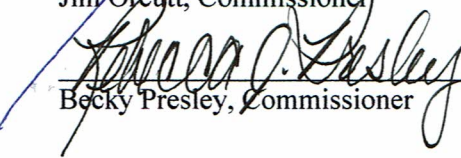
Albert Berger, Commissioner



Iris Graville, Commissioner



Jim Orcutt, Commissioner



Becky Presley, Commissioner