STATE OF GEORGIA
COUNTY OF BARROW

A RESOLUTION DESIGNATING THE COUNTY’S OPEN RECORDS OFFICERS UPON
WHOM REQUESTS FOR INSPECTION OR COPYING OF RECORDS SHALL BE MADE

WHEREAS, the Constitution of the State of Georgia, approved by the voters of the State in
November of 1982, and effective July 1, 1983, provides in Article IX, Section II, Paragraph I thereof, that
the governing authority of the County may adopt clearly reasonable ordinances, resolutions and
regulations; and

WHEREAS, O.C.G.A. § 50-18-71(b)(1)(B) and (b)(2) authorize counties to require that all
written Open Records Act requests be made upon a duly designated open records officer or officers of the
county (the “Records Officers”); and

WHEREAS, the designation of Open Records Officers will allow for more efficient compliance
with the provisions of the Open Records Act;

WHEREAS, the Barrow County Board of Commissioners desires to designate the Clerk of the
Commission, as well as the Director of the Barrow County Emergency Services Department, as the
County’s Records Officers.

NOW THEREFORE, pursuant to the provisions of the Open Records Act, the Barrow County
Board of Commissioners does hereby resolve as follows:

1. The Clerk of the Commission is hereby designated as the County’s Records Officer for the
purpose of handling general Open Records Act requests submitted to the County and its
respective agencies and departments, and the Director of the Barrow County Emergency Services
Department is designated as the County’s Records Officer for the purpose of handling Open
Records Act requests for records that pertain to the operations of the Emergency Services
Department.

2. All written requests for records made under the Open Records Act directed to the County shall be
made upon the Clerk of the Commission, unless the requested records pertain to the operations of
the Emergency Services Department.

3. All written requests for records made under the Open Records Act directed to the County for
records that pertain to the operations of the Emergency Services Department shall be made upon
the Director of the Barrow County Emergency Services Department, or his or her designee.

4. No later than 5:00 p.m. on September 14, 2017, notice of the designation of the County’s Records
Officers shall be provided by the Clerk of the Commission to the legal organ of Barrow County
and shall also be prominently displayed on the County’s website.
5. This action shall be effective immediately upon the notifications to the media and the changes to the County website.

SO RESOLVED this 13th day of September, 2017

Pat Graham, Chairman

Joe Goodman, District 1

William J. ‘Bill’ Brown, District 2

Roger Wehunt, District 3

Isaiah Berry, District 4

Billy Parks, District 5

Ben Hendrix, District 6

Danielle Austin, County Clerk

The Seal of Barrow County, Georgia 1914