

Request Adoption of Resolution 2019-06-PT Appointing a new Public Records Officer

Presenter: Carolyn Lake,
Port General Counsel



Action Requested:



Request the Port of Tacoma Commission
approve Resolution 2019-06-PT

- appoints Erin Galeno, Chief Financial and
Administrative Officer and her designees, as
the new Port of Tacoma Public Records
Officer and

Action Requested:



The Port is required to appoint and publicly identify a public records officer. RCW 42.56.580.

The Public Records Officer:

- Serves as a point of contact for members of the public in requesting disclosure of public records and
- Oversees the Port's compliance with the state law records disclosure requirements

- The Port's current Public Records Officer is Debbie Givens, Director, Systems and Business processes, Information Technology.
- Ms. Givens is retiring, creating the need to appoint a new Public Records Officer.
- By adopting this Resolution the Commission designates Erin Galeno, Chief Financial and Administrative Officer and her designees, as the Port's Public Records Officer.

Action Requested:



Request the Port of Tacoma Commission approve Resolution 2019-06-PT to

- Appoint Erin Galeno, Chief Financial and Administrative Officer and her designees, as the new Port of Tacoma Public Records Officer