

# PENDING APPROVAL

RESOLUTION NO. \_\_\_\_\_

BE IT RESOLVED, in accordance with the provisions of Title 19, Section 1501(4), the following employee are designated as a Requisitioning Officer for

Appropriation Account:

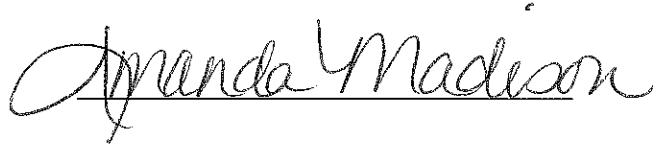
Community Service/ O.R. Bond, Drug Court

**All Accounts**

**Employee**

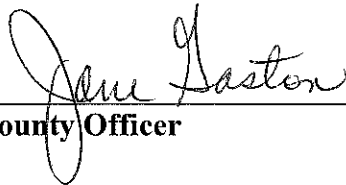
**Signature**

Amanda Madison



Replacing Russell Higbie

The Requisitioning Officer shall identify purchases by the Department as prescribed by law and maintain a record of goods received and consumed by the Department. The designation shall be valid unless revoked or amended by the termination of employment or appointment of a new designee.

  
\_\_\_\_\_  
County Officer

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Carolynn Caudill, County Clerk

# PENDING APPROVAL

## OKLAHOMA COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA ITEM REQUEST SHEET

FOR THE July 14, 2010 AGENDA

DEPARTMENT: Court Services/Purchasing REQUESTED BY: Jane Gaston

REQUISITION NO.: \_\_\_\_\_ REQUISITION SHEET ATTACHED: \_\_\_\_\_ YES \_\_\_\_\_ N/A

NAME OF FUNDS: Court Services

FUND NUMBERS: All / \_\_\_\_\_ / \_\_\_\_\_

DOES THE AGENDA ITEM CONTAIN PRIVACY-PROTECTED OR SECURITY INFORMATION? \_\_\_\_\_ YES \_\_\_\_\_ NO

AGENDA ITEMS CONTAINING PRIVACY-PROTECTED OR SECURITY INFORMATION WILL NOT BE HYPERLINKED TO THE AGENDA.

NUMBER OF ORIGINAL DOCUMENTS TO BE RETURNED TO YOUR DEPARTMENT: \_\_\_\_\_

AGENDA ITEM READS AS FOLLOWS: Discussion and possible action to name Amanda Madison and Crystal Lefebvre, Purchasing Department as Requisitioning Officers for Court Services.

APPROVED BY DA  
(If Applicable)

APPROVED BY ENGINEER  
(If Applicable)

APPROVED BY PURCHASING  
(If Applicable)

\_\_\_\_\_  
ASSISTANT DISTRICT ATTORNEY

\_\_\_\_\_  
COUNTY ENGINEER

  
PURCHASING AGENT

Please initial that document has been reviewed for privacy-protected or security information

DISTRICT ATTORNEY: \_\_\_\_\_ YES \_\_\_\_\_ N/A

COUNTY CLERK: \_\_\_\_\_ YES \_\_\_\_\_ N/A

Indicate any privacy-protected information that exists \_\_\_\_\_

**(NOTE: THE CHAIRMAN/CHIEF DEPUTY MUST APPROVE ALL EMERGENCY REQUESTS FOR ANY ITEM SUBMITTED AFTER THE DEADLINE)**

DATE OF REQUEST: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_  
CHAIRMAN