

**A RESOLUTION AUTHORIZING ELECTRONIC SIGNATURES ON
DOCUMENTS USED AND ACCEPTED BY WAKE COUNTY
PURSUANT TO N.C.G.S. §66-58.5**

WHEREAS, Wake County is committed to improving the effectiveness, efficiency, transparency, and responsiveness of government through innovation and technology (Wake County Board of Commissioners Strategic Goals and Objectives, *Objective GG5*); and

WHEREAS, Wake County is implementing a new electronic document management system which will improve efficiencies in the contract workflow process and reduce or eliminate paper dependent processes; and

WHEREAS, the implementation of this electronic document management system will require Wake County to use and accept electronic signatures; and

WHEREAS, Wake County desires to now or in the future incorporate the use and acceptance of electronic signatures where permitted by law into other County business processes which may not be captured by the electronic document management system; and

WHEREAS, Public Agencies are authorized to use and accept electronic signatures pursuant to N.C.G.S. Chapter 66, Article 11A (“Electronic Commerce In Government”), N.C.G.S. Chapter 66, Article 40 (“Uniform Electronic Transactions Act”) and pursuant to other law as applicable; and

WHEREAS, Public Agencies, as defined by N.C.G.S. §66-58.2, include counties; and

WHEREAS, N.C.G.S. §66-58.5 requires a Public Agency to request or require the use of electronic signatures in order for such signature to have the same force and effect of a manual signature; and

WHEREAS, the Board of Commissioners desires to authorize the use and acceptance of electronic signature on documents determined to be eligible for electronic signature by the Chief Financial Officer so long as such use complies with applicable law; and

WHEREAS, the Board of Commissioners desires to authorize the County Manager to create policies for the use and acceptance of electronic signature on County documents according to the recommendations of the Chief Financial Officer.

NOW, THEREFORE, BE IT ORDAINED AND RESOLVED by the Board of Commissioners (the “Board”) for the County of Wake, North Carolina (the “County”) that:

1. For any document accepted by Wake County for which a signature is required or used, Wake County authorizes the use and acceptance of an electronic signature,

so long as such use complies with the requirements of this Resolution.

2. The Chief Financial Officer in consultation with the County Attorney shall determine the documents for which electronic signature shall be used and accepted.
3. The County Manager shall create policies for the use and acceptance of electronic signature on County documents identified by the Chief Financial Officer.
4. The County Manager shall determine acceptable technologies and vendors to ensure security and integrity of electronic signatures authorized by this Resolution, including the use of a Certification Authority licensed by the North Carolina Secretary of State.
5. All electronic signature transactions authorized by this Resolution shall comply with N.C.G.S. Chapter 66, Article 11A ("Electronic Commerce In Government"), N.C.G.S. Chapter 66, Article 40 ("Uniform Electronic Transactions Act") and other law as applicable,

Adopted this the ____ day of _____, 2018.

Chair

Wake County Board of Commissioners

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I, Denise M. Hogan, Clerk to the Board of Commissioners for the County of Wake, North Carolina, DO HEREBY CERTIFY that the foregoing is a true and correct copy of so much of the proceedings of said Board for said County at a regular meeting held on _____, 2018 as it relates to the adoption of the foregoing Resolution and that said proceedings are recorded in the minutes of said Board for said County.

WITNESS my hand and official seal of said County this ____ day of _____, 2018.

[SEAL]

Clerk to the Board