

**POLICY RESOLUTION NO. 2022-\_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SHASTA  
AMENDING ADMINISTRATIVE POLICY 4-204,  
ACCEPTANCE AND USE OF ELECTRONIC SIGNATURES AND DIGITAL  
SIGNATURES**

**WHEREAS**, periodically the Board of Supervisors, upon recommendation of staff, amend the provisions of Administrative Policy 4-204, Acceptance and Use of Electronica Signatures and Digital Signatures ("4-204") to update provisions, ensure compliance with state and federal laws, and conform its provisions to actual County practice; and

**WHEREAS**, County staff has recommended amendments to 4-204.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of Shasta hereby amends 4-204, attached hereto as Exhibit A.

**DULY PASSED AND ADOPTED** this 13th day of September, 2022 by the Board of Supervisors of the County of Shasta by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:  
RECUSE:

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LES BAUGH, CHAIRMAN  
Board of Supervisors  
County of Shasta  
State of California

ATTEST:  
PATRICK J. MINTURN  
Acting Clerk of the Board of Supervisors

By \_\_\_\_\_  
Deputy