

**RESOLUTION OF THE BEN HILL COUNTY  
BOARD OF COMMISSIONERS FOR THE PURPOSE OF NAMING  
AN OPEN RECORDS OFFICER, AN ALTERNATE OPEN RECORDS  
OFFICER AND FOR OTHER PURPOSES**

**Whereas**, the provisions of the Georgia Open Records Act, the “Act” (O.C.G.A. Section 50-18-70, *et seq.*), were amended by action of the Georgia Legislature during its 2012 session; and

**Whereas**, one of the changes to the Act allows for the appointment of an Open Records Officer to whom all requests for records in writing must be made; and

**Whereas**, the Act further provides for notice of such change;

**Now Therefore**, pursuant to the provisions of the Act, the Ben Hill County Board of Commissioners does hereby resolve as follows:

1. Pamela D. Turner, County Clerk, is designated as the Open Records Officer and Deanna Griffin is designated as the alternate Open Records Officer to act in Pamela D. Turner’s absence, both to act for Ben Hill County and all of its related and subsidiary entities as defined in the Act, herein the “County”;
2. All requests for records made under the Act directed to the County shall be made in writing to the Open Records Officer, or in her absence, to the alternate;
3. The Open Records Officer is directed to cause all County websites to prominently display this designation and requirement;
4. The Open Records Officer is directed to notify the county legal organ and any other media regularly covering County matters of the content of this resolution;
5. The Open Records Officer is directed to notify all county employees and volunteers that any requests made under the Act shall be directed to the Open Records Officer or her alternate; and
6. This action shall be effective immediately.

**Resolved** this \_\_\_\_ day of \_\_\_\_\_, 2024, by action of the Ben Hill County Board of Commissioners.

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**STEVE TAYLOR, CHAIRMAN**

Attest:

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**Pamela D. Turner, County Clerk**

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