



Whatcom County

COUNTY COURTHOUSE
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Agenda Bill Master Report

File Number: AB2020-526

File ID:	AB2020-526	Version:	1	Status:	Approved
File Created:	11/04/2020	Entered by:	DBrown@co.whatcom.wa.us		
Department:	Council Office	File Type:	Resolution		
Assigned to:	Council Finance and Administrative Services Committee			Final Action:	11/10/2020
Agenda Date:	11/10/2020			Enactment #:	RES 2020-047

Primary Contact Email: TByrd@co.whatcom.wa.us

TITLE FOR AGENDA ITEM:

Resolution requesting the County transition from paper to digital and decrease our environmental impact, streamline processes, support transparency, and cut expenses

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Resolution requesting the County transition from paper to digital and decrease our environmental impact, streamline processes, support transparency, and cut expenses

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
11/10/2020	Council Finance and Administrative Services Committee	RECOMMENDED FOR APPROVAL	
	Aye: 3	Browne, Byrd, and Kershner	
	Nay: 0		
	Absent: 0		
11/10/2020	Council	APPROVED	
	Aye: 7	Browne, Buchanan, Byrd, Donovan, Frazey, Elenbaas, and Kershner	
	Nay: 0		
	Absent: 0		

Attachments: Resolution

RESOLUTION NO. 2020-047

**REQUESTING THE COUNTY TRANSITION FROM PAPER TO DIGITAL AND DECREASE
OUR ENVIRONMENTAL IMPACT, STREAMLINE PROCESSES, SUPPORT
TRANSPARENCY, AND CUT EXPENSES**

WHEREAS, the County is contracted to spend \$740,018 to lease printers through the end of 2023; and

WHEREAS, the County spent more than \$190,000 on office supplies such as paper, pencils, pens, paperclips, staples, highlighters, and other such tools in 2019; and

WHEREAS, the County spends an additional \$6.06 per barrel to dispose of paper waste; and

WHEREAS, the County incurs additional costs storing these physical documents; and

WHEREAS, the conversion to digital will have a positive impact on the environment by decreasing the amount of office supply waste we send to landfills; and

WHEREAS, the conversion to digital will help reduce the amount of carbon generated through the manufacturing, distribution, and disposal of these tools; and

WHEREAS, converting to digital will save time by allowing staff to digitally search files for information versus physically search through boxes and reading documents; and

WHEREAS, the conversion to digital helps prevent loss or damage to documents facilitating document retention and community transparency; and

WHEREAS, converting to digital will allow the County to fulfill information requests more quickly and efficiently; and

NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that Whatcom County will establish a plan to reduce paper usage by 90% over 2019 usage by the end of 2023; and

BE IT FURTHER RESOLVED, the Administration is requested to work with all County departments to ensure their policies, procedures and practices are in alignment with the goal to eliminate paper; and

BE IT FURTHER RESOLVED, the Administration is requested to document the methods that will be used to achieve this goal; and

BE IT FURTHER RESOLVED, the Administration is requested to report back to Council annually on our progress towards achieving this goal.

APPROVED this 10th day of November, 2020.

ATTEST

Dana Brown-Davis, Clerk of the Council

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY WASHINGTON

Barry Buchanan, Council Chair

APPROVED AS TO FORM:
Approved via email by Karen Frakes / LB
Civil Deputy Prosecutor