RESOLUTION NO. FL2021-07

A Resolution of the Washington Multi-City Business License and Tax Portal Agency Executive Board Approving Amendments to the Portal Agency Operations Policy — Information Technology Security Policies (IT Manual).

Whereas, the Washington Multi-City Business License and Tax Portal Agency ("Portal Agency") Interlocal Agreement requires the development of a Portal Agency Operations Policy;

Whereas, FileLocal Resolution FL2019-03 adopted the current portions of the Portal Agency Operations Policy referred to as the IT Manual;

Whereas, the Interlocal Agreement specifies that the Operations Committee shall assist in the review of the Portal Agency Operations Policy and any amendments thereto;

Whereas, the Operations Committee has reviewed and recommends the addition of a Breach Notification Policy (POL-150) and a Risk Management Policy (POL-160) to the Portal Agency Operations Policy known as the IT Manual, as shown on Attachment A hereto; and

Whereas, approval of amendments to the Portal Agency Operations Policy requires a super-majority vote of the Executive Board;

Now Therefore,

BE IT RESOLVED by the Executive Board of the Washington Multi-City Business License and Tax Portal Agency:

SECTION 1. The Executive Board hereby approves the attached amendments to the IT Manual portion of the Portal Agency Operations Policy, as shown in Attachment A to this Resolution.

ADOPTED by super-majority vote this 16th **day of** December**, 2021.**

ATTEST:

Washington Multi-City Business License and Tax Portal Agency Executive Board
Seattle, Washington

Julie Panuck
Board Secretary

Board Chair