



# Baldwin County Commission

## Legislation Text

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**File #:** 19-2180, **Version:** 1

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**Meeting Type:** BCC Work Session  
**Meeting Date:** 10/8/2019  
**Item Status:** New  
**From:** Ronald J. Cink, Budget Director  
**Submitted by:** Loren B. Lucas, Audit Compliance Officer

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### ITEM TITLE

Alabama Department of Revenue Reciprocal Agreement - Removal and Addition of Individuals

### STAFF RECOMMENDATION

Related to the Alabama Department of Revenue Reciprocal Agreement, take the following actions:

- 1) Approve the attached updated list of commissioners, county officers, and employees who are authorized to discuss tax information relating to the Reciprocal Agreement between the Alabama Department of Revenue and Baldwin County; and
- 2) Forward the attached State of Alabama Department of Revenue Nonemployee Confidentiality and Disclosure Statements for Adria Cian Harrison, Clerk/Treasurer, Donna G. Bryars, Senior Accountant, Tracy King, Revenue Clerk I, Terrie Watson, Revenue Clerk II, Susan McCaw, Senior Revenue Clerk, Ashlie Emerson, Senior Revenue Clerk, Samulyn Parker, Revenue Clerk II, and Crystal Rice, Revenue Compliance Officer.

The list below will remove and add the following individuals:

### Remove:

Kim Creech, Clerk/Treasurer  
Jennifer M. Forsman, Audit Compliance Officer

### Add:

Adria Cian Harrison, Clerk/Treasurer  
Donna G. Bryars, Senior Accountant  
Tracy King, Revenue Clerk I  
Terrie Watson, Revenue Clerk II  
Susan McCaw, Senior Revenue Clerk  
Ashlie Emerson, Senior Revenue Clerk  
Samulyn Parker, Revenue Clerk II

Crystal Rice, Revenue Compliance Officer

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** February 5, 2019

**Background:** The original Reciprocal Agreement between the Alabama Department of Revenue and Baldwin County, Alabama was approved on September 19, 1995, which authorized both governmental agencies to exchange certain tax information. The list of employees was last updated during the February 5, 2019 Commission Meeting.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** N/A

**Budget line item(s) to be used:** N/A

**If this is not a budgeted expenditure, does the recommendation create a need for funding?** N/A

### **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**  
N/A

**Reviewed/approved by:** N/A

**Additional comments:** N/A

### **ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

### **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** N/A

**Individual(s) responsible for follow up:** Administration

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**

Regular Meeting: Administrative staff to have Chairman sign correspondence to the Alabama Department of Revenue authorizing the update of the authorized employees to disclose tax information, and enclose the "Nonemployee Confidentiality and Disclosure Statements" for Adria Cian Harrison, Clerk/Treasurer, Donna G. Bryars, Senior Accountant, Tracy King, Revenue Clerk I, Terrie Watson, Revenue Clerk II, Susan McCaw, Senior Revenue Clerk, Ashlie Emerson, Senior Revenue Clerk, Samulyn Parker, Revenue Clerk II, and Crystal Rice, Revenue Compliance Officer to the following address:

Mr. Mike Mason, Disclosure Officer  
Alabama Department of Revenue  
50 North Ripley Street, Room 4112  
Montgomery, Alabama 36132

Cc: Ronald J. Cink, Heather A. Gwynn

**Additional instructions/notes:** N/A