

Records Commission Meeting
Tuesday, December 17, 2019 at 9:00 AM
Commissioners' Executive Sessions Room, 35 Greene Street

AGENDA

(Revised December 10, 2019)

1. Minutes of the Last Meeting
 - June 27, 2019

2. Announcements
 - Outreach/Professional Development Activities:

3. Old Business
 - ArchiveSocial
 - Permanent Record Storage Cleanup project
 - Microfilm Duplication Update

4. New Business
 - State Auditor Star Rating System for Sunshine Laws

5. One-time Disposal of Obsolete Records Approval
 - Risk Management

6. Records Retention Schedule Approval
 - Sanitary Engineering-Addendum
 - Prosecutor's Office-Addendum
 - Adult Probation
 - Auditor's Office
 - Clerk of Courts-Title Division
 - Community Improvement Corporation
 - County Services
 - Data Processing
 - Job & Family Services
 - Sheriff's Office

5. Next Meeting Date
 - June 2020