

RECORDS COMMISSION

TENTATIVE MEETING AGENDA

2/28/08@3:00 PM – Commissioners Office

Call to Order	Timothy E. Bubb, Commissioner, President
Roll Call: Gary Walters, J. Terry Evans, Ken Oswalt Greg Crist alternate for Bryan Long, Tim Bubb	Pam Jones, Commission Secretary
Approve Minutes of September 13, 2007	Tim Bubb
Schedule (RC-2) Records Retention & Disposition 1. Prosecutor's Office-Civil Dept. – Revised 2. Licking County Commissioners Office – Revised 3. Licking County Health Dept.– WIC Program 4. Licking County Job & Family Services - Revised 5. Clerk of Courts 6. Animal Shelter	Tony Stocco Bev Adzic Joe Ebel/Barb Lanthorn Craig Pope Gary Walters Korie Glover
Requests for (RC-1) One-Time Records Disposal 1. NONE	
Certificate of Records Disposal (RC-3) Copies Submitted to Board 1. Licking County Plannning Dept. 2. Licking County Planning Dept. (Community Dev.) 3. Licking County Dept. Job & Family Svc. 4. Licking County Prosecutor's Office – Delinquent Tax Dept. 5. Licking County Prosecutor's – Juvenile 6. Licking County Auditors Office	Pam Jones, Secretary

Other Business

1. Records Center Status
2. Other
 - a. Amendment to Public Records Release Policy
 - b. Court Case in Hamilton County
 - c. Temporary Records Release Request

Tim Bubb

Ken Oswald/Judy Edwards

Judy Edwards

Nola Rogers

NEXT MEETING: Thursday, August 21, 2008