

RECORDS COMMISSION

MEETING AGENDA- REVISED

2/5/07@ 1:30 PM – Commissioners Office

Call to Order	Timothy E. Bubb, Commissioner, President
Roll Call: Gary Walters, J. Terry Evans, Robert Becker Bryan Long, Tim Bubb	Pam Jones, Commission Secretary
Approve Minutes of September 25, 2006	Tim Bubb
Schedule Records Retention & Disposition – Revised 1. Licking County Transit Board 2. Licking County Prosecutor’s Office-Delinquent Tax Dept	Lorretta Frenton Dennis Dove
Requests for One-Time Records Disposal 1. Licking County Clerk of Courts 2. Licking County Health Department 3. Licking County Child Support Agency	Gary Walters/Charlotte Becker Joe Ebel/Barb Lanthorn Nancy Johnson/Bruce Smith
Certificate of Records Disposal Submitted to Board 1. Clerk of Courts 2. Licking County Treasurer’s Office 3. Licking County Prosecutor’s Office–Delinquent Tax Dept 4. Licking County Planning Commission	Pam Jones, Secretary

Other Business

1. Pari Swift, OHS and Jelain Chubb, State Archivist –
Courthouse Attic Records/Records Center
2. Records Center Status
3. Future Records Center Tours
4. Licking County Records Destruction update
5. Other

Pari Swift

Tim Bubb

Pam Jones

Bryan Long

NEXT MEETING: Thursday, April 19, 2007

Thursday, August 16, 2007