



County of El Dorado

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Legislation Text

File #: 11-1041, **Version:** 1

Information Technologies Department recommending the Board adopt **Resolution 163-2011** approving Records Disposition Schedule No. 4, superseding the existing Records Disposition Schedule No. 3, for Child Support Services and Revenue Recovery Division.

Fiscal Impact/Change to Net County Cost:
No fiscal impact.

Background:

On May 9, 1989, the Board of Supervisors adopted Policy Number A-9 directing County departments to inventory and establish a records management program. DCSS established such a records management program setting forth varying time periods for the retention of certain records. This disposition supercedes existing Disposition No. 3 for DCSS established in 1999.

Reason for Recommendation:

Information Technologies recommending Board approve Resolution for amended Records Disposition Schedule Records Disposition Schedule No. 4 for Child Support Services and Revenue Recovery Division.

Action to be taken following Board approval:

Board to sign Resolution approving Records Disposition
Approved disposition to be filed with Records Management Division

Contact:

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Concurrences:

County Counsel