County of El Dorado

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Legislation Details (With Text)

File #:	07-1201	**Version:** 1		
Type:	Agenda Item		**Status:**	Approved
File created:	6/27/2007		**In control:**	Board Of Supervisors
On agenda:	7/17/2007		**Final action:**	7/17/2007
Title:	Clerk of the Board recommending Resolution superseding and establishing a new Records Disposition Schedule for the Board of Supervisors Department. (4/5 vote required) RECOMMENDED ACTION: Adopt Resolution 183-2007.			

Sponsors:

Indexes:

Code sections:

Attachments: 1. Records Retention Resolution.pdf

Date	Ver.	Action By	Action	Result
7/17/2007	1	Board Of Supervisors	Approved	Pass

Clerk of the Board recommending Resolution superseding and establishing a new Records Disposition Schedule for the Board of Supervisors Department. (4/5 vote required)
RECOMMENDED ACTION: Adopt Resolution **183-2007**.

BUDGET SUMMARY:	N/A	
Total Estimated Cost		$
Funding		
Budgeted	$	
New Funding	$	
Savings	$	
Other	$	
Total Funding Available	$	
Change To Net County Cost		$

Fiscal Impact/Change to Net County Cost: N/A

Background: On May 9, 1989, the Board adopted Policy No. A-9 directing County departments to inventory and establish a records management program. The schedule for the Board of Supervisors Department was originally adopted by Resolution 129-91, amendment one adopted by Resolution 311-2000, and amendment two adopted by Resolution 074-2003. After meeting with Records Management staff, it was decided that the adopted schedules would have to be superseded with a new schedule.

Reason for Recommendation: The current amended schedules need to be revised to more accurately reflect the retention needs of the department. It was decided that superseding the entire

retention schedule would be the best approach.

Action to be taken following Board approval:

Staff will provide copies of adopted Resolution to appropriate parties.

Contact: Cindy Keck x5394

Concurrences: