

**AGENDA**  
**RECORDS COMMISSION**  
**COMMISSIONERS' HEARING ROOM**  
**WEDNESDAY, MARCH 31, 2021**  
**9:00 A.M.**

- I. Approve Minutes of Previous Meeting (March 17, 2020)
  
- II. Review Certificates of Records Disposal (RC-3)
  - a. Commissioner's Office
  - b. Auditor's Office
  - c. Communication Center
  - d. Department of Development
  - e. Engineers Office
  - f. Job and Family Services
  - g. Prosecutor's Office
  - h. Records' Office
  
- III. Approve Schedules of Records Retention and Disposition (RC-2)
  - a. Commissioners Office
  - b. Sheriff's Office
  
- IV. Open Discussion