



## Legislation Details (With Text)

**File #:** 2017-327      **Version:** 1      **Name:**  
**Type:** Contract      **Status:** Passed  
**File created:** 9/6/2017      **In control:** Board of Commissioners  
**On agenda:** 9/21/2017      **Final action:**  
**Title:** RECORDS RETENTION AND DISPOSITION SCHEDULE  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Records Retention Update - Emergency Services.pdf

Date	Ver.	Action By	Action	Result
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### TITLE

## RECORDS RETENTION AND DISPOSITION SCHEDULE

### SPONSOR

Melanie Neil, Metro 911

### BACKGROUND

North Carolina General Statutes §121-5 (c) and G.S. §132-8 direct local governments to adopt and adhere records retention and disposition schedules that are managed by the Department of Cultural Resources. These schedules serve as an agreement between the local government office/department and the Department of Cultural Resources and serve as an inventory of records to be maintained and for how long.

These schedules must be approved by the governing board before the County is permitted to destroy records according to the schedule. The approval should be made in a regular meeting and recorded as an action in the minutes.

Amending Item 1, 911 Recordings as shown on substitute page 43 and Item 13, Emergency Notifications as shown on substitute pages 45 and 45a

### BUDGET IMPACT

**NO COUNTY FUNDS REQUIRED**

### REQUESTED ACTION

Approve amendment to Standard 6 - Emergency Services Records - Amending Item 1, 911

Recordings as shown on substitute page 43 and Item 13, Emergency Notifications as shown on substitute pages 45 and 45a