

Retention and Classification Report

Agency: Governor. Commission on Criminal and Juvenile Justice.
Sentencing Commission (2635)
Senate Building Suite 330
Salt Lake City, UT 84114-2330
801-538-1031

Records Officer

22243 Annual reports
22244 Meeting minutes

AGENCY: Governor. Commission on Criminal and Juvenile Justice. Sentencing Commission

SERIES: 22243

3

TITLE: Annual reports

DATES: 1993-

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These annual reports are generated by the Sentencing Commission to document the Commission's reports and recommendations for sentencing guidelines and amendments. The Sentencing Commission was created under UCA 63-25a-301 et. al.(1999), in 1993, "to develop and propose recommendations to the Legislature, the governor, and the Judicial Council about the sentencing and release of juvenile and adult offenders..."(UCA 63-25a-304[1999]) The purpose of the Commission is to respond to public comment, relate sentencing practices and correctional resources, increase equity in criminal sentencing, better define responsibility for criminal sentencing, and enhance the discretion of sentencing judges while preserving the role of the Board of Pardons and Parole and the Youth Parole Authority.(UCA 63-25a-304[1999]) Information in the reports includes recommendations for "intermediate sanctions" or alternatives to prison sentences, guidelines for juvenile sentencing, adult sentencing and release guidelines, reaction to the previous calendar year's sentencing related legislation, recommended legislation for the coming calendar year, activities for the previous calendar year, and prospective activities for the coming calendar year.

RETENTION:

Retain 10 years

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/1990.

AGENCY: Governor. Commission on Criminal and Juvenile Justice. Sentencing Commission

SERIES: 22243

TITLE: Annual reports

(continued)

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 10 years and then transfer to State Archives with authority to weed.

APPRAISAL:

Historical This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 25.

This disposition is based on the value of these reports in documenting the history of the Sentencing Commission and its activities.

PRIMARY CLASSIFICATION:

Public

AGENCY: Governor. Commission on Criminal and Juvenile Justice. Sentencing Commission

SERIES: 22244

3

TITLE: Meeting minutes

DATES: 1993-

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION: 0.50 cubic feet.

DESCRIPTION:

These records document the meetings and activities of the Sentencing Commission. Information includes meeting agenda and legislative bills related to sentencing. The bills are discussed to determine which bills the Commission decides should be recommended for passage by the Legislature.

RETENTION:

Retain 3 years.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/1990.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 3 years and then transfer to State Archives with authority to weed.

Paper copy: Retain in Office for 5 years and then destroy.

APPRAISAL:

Historical This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 6.

AGENCY: Governor. Commission on Criminal and Juvenile Justice. Sentencing Commission

SERIES: 22244

TITLE: Meeting minutes

(continued)

PRIMARY CLASSIFICATION:

Public