

Retention and Classification Report

Agency: Utah Highway Patrol Civil Service Commission (2974)

, UT

Records Officer:

22681 *Minutes

AGENCY: Utah Highway Patrol Civil Service Commission

SERIES: 22681

3

TITLE: Minutes

DATES: 1947-1967.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

These minutes of the Highway Patrol Civil Service Commission contain the discussion and actions taken by the Commission during their meetings; correspondence and reports may be attached to the minutes. The minutes record time and date of meeting, meeting location, and those present. Discussion at the meetings primarily centered around hiring, promotion, and related employment practices for Highway Patrol employees.

RETENTION:

Retain 0 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 State Archives permanently with authority to weed.

APPRAISAL:

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

These records have evidentiary value and serve as a history of board and committee actions. They contain minutes of open committee and board meetings as required by UCA 52-4-7. (2005) Records may also include agenda, recordings, recordings and

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(continued)

minutes of closed portions of meetings, and other supporting documentation.

PRIMARY CLASSIFICATION:

Public

SECONDARY CLASSIFICATION(S):

Protected. UCA 63G-2-305(32)