Retention and Classification Report

Agency: Insurance Law Revision Commission (3182)

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Records Officer

25135 *Administrative records
25134 *Bill drafting files
25136 *Minutes

AGENCY: Insurance Law Revision Commission

SERIES: 25135 3
TITLE: Administrative records
DATES: 1981-1985.
ARRANGEMENT: Arrangement is numerical by file number, and thereunder predominantly in reverse chronological order by year, month,

DESCRIPTION:

These records document the essential administrative and drafting functions of the Insurance Law Revision Commission (ILRC) as it recodified Title 31, Utah Insurance Code between May 1981 and February 1985. Included in this series are correspondence; personnel records; budget statements; procedural guides and frequently used forms; newsletters, press releases, and Insurance Department publications; comments solicited from interested parties; reports to the state legislature; references pertinent to specific topical issues; and miscellaneous data and notes compiled to facilitate the drafting process. The records address, in great detail, the extent of and capacity in which numerous specific individuals were involved with the project; the basic financial operations of the commission, its members and staff in their official duties; the concerns and interests of both commission members, drafters, and interested outside parties as regarded specific sections and issues of the proposed code; and pertinent local issues situated in their broader national context. The commission's administrative offices were provided, in part, by the Department of Insurance, and together with the Office of Legislative Research and General Counsel, they provided staff assistance to the commission during a portion of its existence. This series contains the correspondence of Michael O. Leavitt as a member of the commission prior to his election to the Governor's Office in 1993.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 6.

AUTHORIZED: 08/08/2003

AGENCY: Insurance Law Revision Commission

SERIES: 25135
TITLE: Administrative records

(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 copy: Retain in State Archives permanently and then microfilm.

APPRAISAL:

Historical Legal
These records document the recodification of Title 31 Utah Insurance Code and are of primary interest to researchers interested in legislative history and intent.

PRIMARY CLASSIFICATION:
Public

AGENCY: Insurance Law Revision Commission

SERIES: 25134 3
TITLE: Bill drafting files
DATES: 1981-1985.
ARRANGEMENT:
DESCRIPTION:

These files document the recodification of Title 31, Utah Insurance Code as conducted by the Insurance Law Revision Commission (ILRC)from May 1981 through February 1985. The bill files consist mostly of numerous evolving drafts of individual code chapters and sections written through two distinct drafting periods: May 1981-March 1983 and May 1983-February 1985. A variety of related documents (both typescript and manuscript) accompany the drafts including commission memos and correspondence, comments submitted by outside interested parties, miscellaneous notes and references, chapter and section datasheets, copies of pertinent statutory law and case law, small industry publications of topical interest, and lists of public and industry contacts. Several compiled drafts are also included. The commission worked closely with the Insurance Department and the Office of Legislative Research and General Council during the entire process. The Insurance Code Task Force (ICTF) conducted an additional eight month review and amendment of the ILRC s final draft of the new code following its acceptance by the legislature on February 25, 1985 as SB 232.

RETENTION AND DISPOSITION AUTHORIZATION:

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AUTHORIZED: 08/08/2003

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AGENCY: Insurance Law Revision Commission

SERIES: 25134
TITLE: Bill drafting files

(continued)

APPRAISAL:

Historical Legal
These records document the recodification of Title 31 Utah Insurance Code and are of primary interest to researchers interested in legislative history and intent.

PRIMARY CLASSIFICATION:
Public

AGENCY: Insurance Law Revision Commission

SERIES: 25136 3
TITLE: Minutes
DATES: 1981-1985.
ARRANGEMENT:
DESCRIPTION:

These minutes document the regular and special meetings and activities of the Insurance Law Revision Commission (ILRC) through its recodification of Title 31, Utah Insurance Code between May 1981 and February 1985. The minutes record the commission's organization and administration, their review and discussion of specific code sections, and their receipt of public comments from parties interested in the code's final form. In addition to the actual approved minutes, this series includes (when extant) initial manuscript copies of the minutes; agenda, memos, and attending references included as appendices the regular meeting materials; attendance rosters; miscellaneous notes; interagency correspondence; comments from outside parties; and occasional drafts of relevant title chapters. Chapter order conversion charts included in the minutes remain the best reference to the revised chapter order. The estrangement of the executive director Spencer L. Kimball from the commission's activities after March 1983 is addressed through various correspondence included in this series. The minutes of the public Advisory Committee hearings and the Topical Advisory Committee meetings also are included.

RETENTION AND DISPOSITION AUTHORIZATION:

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AUTHORIZED: 08/08/2003

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AGENCY: Insurance Law Revision Commission

SERIES: 25136
TITLE: Minutes

(continued)

APPRAISAL:

Historical Legal
These records document the recodification of Title 31 Utah Insurance Code and are of primary interest to researchers interested in legislative history and intent.

PRIMARY CLASSIFICATION:
Public