

Retention and Classification Report

Agency: Insurance Code Task Force (3187)

Records Officer:

25137 *Bill drafting and comment files
25138 *Minutes and administrative records

AGENCY: Insurance Code Task Force

SERIES: 25137

3

TITLE: Bill drafting and comment files

DATES: 1985-1986.

ARRANGEMENT:

DESCRIPTION:

These files document the review and amendment of Title 31A, Utah Insurance Code by the Insurance Code Task Force (ICTF) as passed by the state legislature in SB 232, 1985. The ICTF review was conducted over an eight month period, from June 1985 to January of the following year, and culminated in the passing of SB 91, 1986. Unlike the bill drafting records of the Insurance Law Revision Commission (ILRC), Series 25134, these files include relatively few drafts of actual code chapters. Instead, they consist primarily of memos and correspondence between task force members, and between the task force and their staff from the Office of Legislative Research and General Counsel and the Insurance Department; official statements by the state Attorney Records created by an official committee or board, including advisory committees, relating to executive establishment, organization, membership, and policy. Includes agenda, meeting minutes, final reports, and related records documenting the accomplishments of official boards and committees. May include audio and video recording.

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 copy: Retain in State Archives permanently and then microfilm.

AGENCY: Insurance Code Task Force

SERIES: 25137

TITLE: Bill drafting and comment files

(continued)

APPRAISAL:

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

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

PRIMARY CLASSIFICATION:

Public

AGENCY: Insurance Code Task Force

SERIES: 25138

3

TITLE: Minutes and administrative records

DATES: 1985-1986.

ARRANGEMENT: Numerical by file number, thereunder chronological by date.

DESCRIPTION:

These minutes document the regular and special meetings and activities of the Insurance Code Task Force (ICTF) as it reviewed and amended the draft Title 31A, Utah Insurance Code (enacted by SB 232, 1985) before it became active June 1, 1986. The minutes record the task force's organization and administration, its review and discussion of particularly troublesome issues and specific code sections, and its receipt of comments from outside interested parties during its regular public hearings. This series primarily consists of the meeting materials distributed to each member of the task force at its regular meetings. These materials typically include meeting agenda and memos; minutes to the prior meeting; and numerous appendices including: responses to draft amendment assignments made at the prior meeting, unsubstantial content changes certain to be approved, and background materials on items to be discussed at the current meeting. Records created by an official committee or board, including advisory committees, relating to executive establishment, organization, membership, and policy. Includes agenda, meeting minutes, final reports, and related records documenting the accomplishments of official boards and committees. May include audio and video recording.

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

Computer data files: Retain in State Archives permanently with authority to weed.

AGENCY: Insurance Code Task Force

SERIES: 25138

TITLE: Minutes and administrative records

(continued)

APPRAISAL:

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