

Retention and Classification Report

Agency: Board of Health (500)

Cannon Health Building
288 North 1460 West
Salt Lake City, UT 84116
801-538-6101

Records Officer

14149 *Air quality regulations hearings transcripts
02565 *Minutes
25971 *Publications

AGENCY: Board of Health

SERIES: 14149

3

TITLE: Air quality regulations hearings transcripts

DATES: 1978.

ARRANGEMENT: Chronological.

DESCRIPTION:

These are transcripts of hearings pertaining to air quality held before the State Board of Health and the State Air Conservation Committee under the authority of UCA 26-15-5 and 26-24-1 through 18. These public hearings were held throughout the state in the matter of establishing new air conservation regulations.

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 5 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 2.

Disposition based on the value of these records in documenting agency policies, issues, procedures, and function.

PRIMARY CLASSIFICATION:

Public

AGENCY: Board of Health

SERIES: 2565

TITLE: Minutes

DATES: 1967-1969.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

Minutes of the meetings of the state board of health.

3

RETENTION:

Retain Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 10/01/2001.

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

AGENCY: Board of Health

SERIES: 2565

TITLE: Minutes

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Board of Health

SERIES: 25971

TITLE: Publications

DATES: 1937.

ARRANGEMENT: Chronologically by publication date.

DESCRIPTION:

Documents created by the agency, including pamphlets, reports, leaflets, file manuals, annual reports, other published or processed documents, and the last manuscript report, if not published, relating to management projects. Electronic versions of publications may be considered a duplicate if identical to a printed copy.

Holdings include "Our Health" Vol. 1 No. 1 (Jan 1937) and Vol. 1 No. 3 (April 1937).

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:

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

Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

PRIMARY CLASSIFICATION:

Public