



**RECORDS COMMISSION
AGENDA
Tuesday, 3/1/2022
8:30 am
Mayor's Conference Room**

- I. Call to Order – Jim Costello
Approve minutes from 09/09/2021
- II. Records Retention Schedule (RC-2)
 - a. Information Services – Adding two items to the schedule:
Security Camera video recordings and Proximity Reader card access records
- III. Other
- IV. Next Meeting – Thursday, September 8, 2022, if needed.
- V. Adjournment