

Kittitas County
Prosecutor

Agenda Staff Report

AGENDA DATE:

3/3/2015

ACTION REQUESTED:

Request for approval of the Records Management Committee's Bylaws.

BACKGROUND:

The Records Management Committee was formed January 29, 2013. As of December 2014, no Bylaws had been written. Jim Goeben made the initial draft of the bylaws for the RMC. These Bylaws were submitted to the committee for review and revision. The Bylaws were adopted as written at the last RMC meeting on February 12, 2015.

INTERACTION:

The Bylaws will be upheld and followed by the members of the Records Management Committee.

RECOMMENDATION:

Recommend approval of the Bylaws as written and adopted by the Records Management Committee.

HANDLING:

LEAD STAFF:

Angela Bugni