

AGENDA

Special Meeting – Board of Commissioners and County Officials

June 30, 2016; 1:30 p.m.

Board Room

A. WELCOME AND INTRODUCTIONS

B. PUBLIC RECORDS/RECORDS MANAGEMENT

- Overview of current practice
- Proposed designation of Public Records Specialists in each office/department
- Electronic Content Management (ECM) as a management tool
- Training
- Next steps

D. NEXT MEETING AGENDA ITEMS

E. ADJOURNMENT