

RECORDS COMMISSION MEETING
TUESDAY, APRIL 6, 2022
10:30 A.M.
(Digitally recorded under: MCRC04-06-2022)

Commissioner Mercer opened the meeting of the Records Commission this date with the following members present:

Ted S. Mercer, Commissioner – Chairman
Toni Mascari for Jessica Lopez – Recorder
Shawn Peeples – Clerk of Courts
Anthony Kendell – Prosecutor
Chris Johnson – Operations and Facilities Director
Janelle S. Barga – Secretary, Records Commission

With the following county employees present:

Angela Hubbard – Auditor
Matthew Gearhardt – Auditor
Annie Dornbusch – Prosecutors Office
Robert Craft – Animal Shelter
Carrie Vaughan – Commissioners Office
Joel Smith – EMA
Justin Lande – Common Pleas Court
Brad Petry – Sanitary Engineer
Jordan Hodges – FCFC
Emily Mothmiller – Law Library

The minutes of the previous meeting (September 28, 2021) were presented. Mr. Peeples moved to approve the minutes and Ms. Hubbard seconded and the members voted unanimously to approve. Carried.

Certificates of Records Disposal (RC-3) were received from the following departments: Commissioner's Office, Auditor's Office (x2), Animal Shelter, M.C. Engineer; Family and Children First Council, Miami County Common Pleas Court and Sanitary Engineer's Office. Ms. Hubbard moved and Mr. Johnson seconded and the members voted unanimously to approve. Carried.

Schedules of Records Retention and Disposition (RC-2) were received from the following departments: Miami County Common Pleas Court. Mr. Gearhardt moved and Ms. Hubbard seconded and the members voted unanimously to approve. Carried.

There being no further business to conduct, Mr. Peeples moved and Mr. Gearhardt seconded the motion to adjourn at 10:33 a.m. The Commission Members voted unanimously. Carried.

Respectfully submitted:

Janelle S. Barga, Secretary
Miami County Records Commission