

Resolution 2021-78
Classification of Records of the Kootenai County Elections Department

WHEREAS, the records of the Kootenai County Elections Department are county records under *Idaho Code* §34-217 and §31-871; and

WHEREAS, County election records shall be maintained by the county clerk for the period specified beginning with the date the record is created or has become no longer valid, whichever is greater; and

NOW THEREFORE, IT IS HEREBY RESOLVED that the following records within the care, custody, and control of the Kootenai County Elections Department, to wit:

2015 Generic

- DOC, Vital, Moved Correspondence; Voter Info Requests; Challenges (1 box)
- 2015 Interstate Cross Check Records; Challenges/Letters (1 box)
- 2015 Deleted Registration Cards (2 boxes – 4 small)
- 2015 ABS Voter Report (0.5 box – 1 small)
- 2015 Returned Correspondence – 1 envelope

2016 March & May Primaries

- March Presidential Primary Poll Books (2 boxes)
- May Primary Poll Books & Registered Voter Lists (2 boxes)

2019 March Consolidated

- Test Deck (1 box-2 small)
- ABS White Envelopes (1 box)
- ABS apps and stubs (4 boxes)
- Voted Ballots (8 boxes)
- Ballot Stubs (1 box)

2019 May Consolidated

- ABS White Envelopes (1 box)
- Mail Out documents and ABS requests (2 boxes)
- Test Deck (0.5 box-1 small)
- Early Voting (1 box)
- Voted Ballots (4 boxes)
- Test Deck & Audit Log (2 envelopes)
- Registered Voter Lists (0.5 box-1 small)
- Ballot Stubs (0.5 box 1 small)
- Spoiled Ballots (1 envelope)

2020 March & August

- March Ballot Tracking Logs (1 envelope)
- August Yellow ABS Envelopes w/insert sheets (2 large bags)

2020 November General

- Unused Ballots (36.5 boxes-67 small)

Generic

- Old Procedural Manuals 2018 (2.5 boxes 2 large, 1 small)

FURTHER, that the foregoing election records have surpassed the requisite time under *Idaho Code* §34-217 and §31-871 for retention.

Upon a motion to adopt the text of the foregoing Resolution made by Commissioner Brooks, seconded by Commissioner Duncan, the following vote was recorded:

Commissioner Brooks:	Aye
Commissioner Duncan:	Aye
Chairman Fillios:	Excused

Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Commissioners of Kootenai County, Idaho on the 17th day of August, 2021.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS

excused
Chris Fillios, Chairman

[Signature]
Leslie Duncan, Commissioner

[Signature]
Bill Brooks, Commissioner

ATTEST: CLERK OF 1ST DISTRICT
JIM BRANNON, CLERK

By: *[Signature]*
Deputy Clerk

