

**Resolution 2016-55**  
**Destroy Records/Juvenile Records/Juvenile Detention**

**WHEREAS**, *Idaho Code* §31-871 states that county records may only be destroyed by resolution of the Board of County Commissioners; and,

**WHEREAS**, *Idaho Code* § 31-871 requires a resolution ordering destruction and disposition of county records to list, in detail, records to be destroyed; and,

**WHEREAS**, Kootenai County Juvenile Detention has performed an audit of certain records pertaining to prior juvenile residents, said records having been maintained by the Department in its regular course of business, and legal advice regarding the disposal of those juvenile records having been received;

**NOW THEREFORE, IT IS HEREBY RESOLVED** that the juvenile records of Kootenai County Juvenile Detention as identified below have been classified in Resolution 2016-55 as “semi-permanent” records with a retention period of five (5) years, and said records, after having surpassed their statutory life, are now authorized for destruction:

Fingerprint cards, booking sheets, bailiff sheets, detention/self turn-in information, court papers, personal property stored/returned, release papers, bond information, visitor/telephone logs, suicide observation/incident reports, authorizations for medical care, orientation verification, and daily resident logs which contain personal information for juvenile residents who had been previously housed at the Juvenile Detention Center but have now reached 23 years of age

**BE IT FURTHER RESOLVED** that the disposition of the records identified above (listed in attached Exhibit ‘A’) shall be done under the direction and supervision of the Clerk of the Kootenai County Board of Commissioners.

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

Commissioner Stewart:  
Commissioner Eberlein:  
Chairman Green:

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 12<sup>th</sup> day of April.

KOOTENAI COUNTY  
BOARD OF COMMISSIONERS

ATTEST:  
JIM BRANNON, CLERK

\_\_\_\_\_  
Daniel H. Green, Chairman

By: \_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_  
Marc Eberlein, Commissioner

\_\_\_\_\_  
David Stewart, Commissioner