

Resolution 2011-133
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 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 Nelson:
Commissioner Green:
Chairman Tondee:

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 6th day of November, 2011.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS

ATTEST:
CLIFFORD T. HAYES, CLERK

W. Todd Tondee, Chairman

By: _____
Deputy Clerk

Daniel H. Green, Commissioner

Jai Nelson, Commissioner