Resolution 2009-93
Destroy Records/Kootenai County Sheriff's Department

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

WHEREAS, an audit of certain county records has been performed and legal advice regarding the disposal of these records has been received; and,

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

WHEREAS, Idaho Code § 9-331A(5) allows for the retention of records by electronic means and the destruction of the original; and,

NOW THEREFORE, IT IS HEREBY RESOLVED that the business records of the Kootenai County Sheriff's Department as identified below are authorized to be stored by electronic means pursuant to the requirements of Idaho Code § 9-331A, and that the original documents, as identified, may be destroyed:

Temporary Records: No Contact Orders dated 2007 or older;

Semi-Permanent Records: Citations, inmate files, and fingerprint cards all dated 2004 or older;

Permanent Records: Incident Reports dated 1999 or older; and, Video tapes of incidents and/or interviews dated 1999 or older.

BE IT FURTHER RESOLVED that the transfer to electronic means and destruction and disposition of the business records identified above shall be 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 Tondee, seconded by Commissioner Piazza, the following vote was recorded:

Commissioner Tondee: Aye
Commissioner Piazza: Aye
Chairman Currie: Aye

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 _____ day of November, 2009.

KOOTENAI COUNTY   ATTEST:
BOARD OF COMMISSIONERS   DANIEL J. ENGLISH, CLERK

_____   By:_____
Elmer R. Currie, Chairman   Deputy Clerk

_____
Richard A. Piazza, Commissioner

_____
W. Todd Tondee, Commissioner