

Date Adopted \_\_\_\_ / \_\_\_\_ / 2017

**A RESOLUTION AUTHORIZING THE DISPOSAL BY DESTRUCTION OF  
CERTAIN NONCURRENT COUNTY GOVERNMENT RECORDS HELD BY  
THE DEPARTMENT OF CORRECTIONS DIRECTOR AS CUSTODIAN,  
PURSUANT TO THE GOVERNMENT RECORDS PRESERVATION ACT  
(K.S.A. 45-404(c))**

WHEREAS, the Government Records Preservation Act (K.S.A. 45-404(c)) authorizes this Board of Sedgwick County Commissioners to order disposition of any noncurrent county government records after exceeding minimum retention periods set forth in schedules prepared by the Kansas State Historical Society pursuant to the Act (K.S.A. 45-406(d)); and

WHEREAS, the Department of Corrections Director holds in storage certain noncurrent county government records which have been retained beyond minimum retention periods set forth in the State records retention schedules, which total 208 boxes of Corrections Department records including juvenile case management records, juvenile medical files, activity report records, employee personnel records-department copy, timesheets, juvenile intake and assessment service files, shift coverage logs and accounts payable records 1983-2014 and prior; and

WHEREAS, the Department of Corrections Director states that these noncurrent county government records represent no continuing administrative value to the activities of the Corrections Department; and

WHEREAS, the Department of Corrections Director, as custodian for the named records, requests that this Board of Sedgwick County Commissioners order disposal of these records as part of the normal conduct of business and to minimize operating and storage costs; and

WHEREAS, the Records Manager confirms that the noncurrent county government records proposed for disposal by the Department of Corrections Director are eligible for disposal, consistent with current State records retention schedules maintained by the Kansas State Historical Society, and states that the records proposed for disposal have no known enduring value for Sedgwick County in support of historical or other research independent of the State retention schedules; and

WHEREAS, the Chief Financial Officer states that the records proposed for disposal represent no known current or prospective fiscal value for performing audits, documenting transactions or supporting financial claims; and

WHEREAS, the County Counselor states that the records proposed for disposal represent no known current or prospective value for representing Sedgwick County's legal position or interests; and

WHEREAS, the Records Manager recommends that the records proposed for disposal be destroyed, based upon a finding that their lack of current or prospective administrative, fiscal, legal, historical or other research value does not merit continuing to incur ongoing expense to retain them.

WHEREAS, certain of the records series proposed for disposal may be incomplete for the named

periods or may exist for previous years, the Records Manager recommends that the Board of County Commissioners authorize disposal by destruction of any records that may be found in the future by the Department of Corrections Director and/or the Records Manager that are of the same records series and periods named in this resolution or for previous years that are determined to be similarly lacking in value regardless of form or format.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS, that the noncurrent county government records named in this resolution and any other records which may be found in the same records series and within the time periods named or for previous years are hereby ordered destroyed, their custodian and the Records Manager are directed to implement their prompt and economic destruction, to ensure that these actions are duly recorded, and to maintain a permanent inventory of items destroyed.

Commissioners present and voting were:

DAVID M. UNRUH  
MICHAEL B. O'DONNELL, II  
DAVID T. DENNIS  
RICHARD RANZAU  
JAMES M. HOWELL

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017

BOARD OF COUNTY COMMISSIONERS  
OF SEDGWICK COUNTY, KANSAS

ATTEST:

\_\_\_\_\_  
KELLY B. ARNOLD, County Clerk

\_\_\_\_\_  
DAVID M. UNRUH, Chairman  
Commissioner, First District

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MICHAEL B. O'DONNELL, II, Chair Pro Tem  
Commissioner, Second District

APPROVED AS TO FORM:

  
\_\_\_\_\_  
JON VON ACHEN  
Assistant County Counselor

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DAVID T. DENNIS  
Commissioner, Third District

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RICHARD RANZAU  
Commissioner, Fourth District

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JAMES M. HOWELL  
Commissioner, Fifth District