

**MINUTES**  
**LOCAL GOVERNMENT RECORDS COMMISSION**  
**January 25, 2006**

The Local Government Records Commission was scheduled to meet at 1:30 p.m., on Wednesday, January 25, 2006, in the auditorium at the Department of Archives and History. Members present were Ed Bridges, Chairman, representing the Department of Archives and History; Matt Bledsoe, representing the Attorney General; Lisa Dorr, representing the University of Alabama; Fran Hamilton, Madison County Tax Assessor; Christine Harden, representing the Examiner of Public Accounts; and Joe Turrini, representing Auburn University.

Government Records staff present included Tracey Berezansky, Tom Turley, Richard Wang, and Corlis Floyd.

Dr. Bridges informed the commission that it was one person short of a quorum, since we just received word that member CaSandra Horsley was unable to attend the meeting. Corlis Floyd left the meeting to call the Secretary of State's Office to request that they send an alternate for member Eliza Marshall, who also was unable to attend today's meeting. Pending the arrival of the Secretary of State's representative, members engaged in brief discussion.

Hope Ayers arrival at 2:00 p.m. established a quorum. The meeting began with approval of the minutes.

A motion to approve the minutes of the August 3, 2005, meeting was made by Fran Hamilton, and seconded by Matt Bledsoe. The minutes were approved as submitted.

**New Business**

- Disposition of Petitions for Election to Determine Classification of County as "Wet" or "Dry" (unscheduled records in ADAH custody) (copy attached):

A motion to approve the Disposition of Petitions for Election to Determine Classification of County as "Wet" or "Dry" was made by Fran Hamilton and seconded by Lisa Dorr, and unanimously approved by the commission.

- Health Care Authorities' Annual Reports (copy attached):

Tom Turley provided the commission with a statistical table reflecting Health Care Authorities utilization of the RDA and the number of cubic feet of records destroyed during 2004-2005.

**Publications**

- "Guidelines for Maintaining Permanent or Long-Term Records on Digital Imaging Systems" (revision) (copy attached):

A motion to approve the revision as presented was made by Fran Hamilton and seconded by Matt Bledsoe, and unanimously approved by the commission.

**Records Disposition Authority**

- Health Care Authorities (major revision):

As the result of a January 24 telephone request from the Alabama Hospital Association, the RDA revision for Health Care Authorities was carried over until the April meeting of the commission.

- Jefferson Rehabilitation and Health Center (major revision):  
Alabama Racing Commissions (major revision):

A motion to approve these two RDA revisions as presented was made by Ms. Hamilton and seconded by Mr. Bledsoe, and unanimously approved by the commission.

**Date of Next Meeting**

The next meeting of the Local Government Records Commission is scheduled for Wednesday, April 26, 2006, at 1:30 p.m. For planning purposes, the July meeting of the commission is scheduled for Wednesday, July 26, 2006.

The meeting was adjourned at approximately 2:06 p.m.

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Corlis Floyd, Secretary  
Local Government Records Commission

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Edwin C. Bridges, Chairman  
Local Government Records Commission