

MINUTES
LOCAL GOVERNMENT RECORDS COMMISSION
January 26, 2011

The Local Government Records Commission met on January 26, 2011, in the Regions Board Room at the Alabama Department of Archives and History. Members present were Ed Bridges, Chairman, Department of Archives and History; Reagan Grimsley, representing Auburn University; John Giggie, representing the University of Alabama; Rebecca Morris, representing the Secretary of State; Bill Garrett, representing the Attorney General; Linda Barrontine, representing the Examiners of Public Accounts; Iva Nelson, City Clerk City of Gadsden; and Fran Hamilton, Madison County Tax Assessor.

Government Records staff members present included Tracey Berezansky, Richard Wang, Tom Turley, Frank Brown, and Christine Garrett.

Dr. Bridges called the meeting to order at 11:15 a.m. He confirmed the presence of a quorum and noted that the meeting had been properly announced, as required by the Alabama Open Meetings Law. In his opening remarks, Dr. Bridges summarized the commission's purpose, responsibilities, and composition and welcomed those present. He also introduced Iva Nelson as the commission's newest member.

A motion to accept the agenda was made by Fran Hamilton and seconded by Linda Barrontine. The motion was unanimously approved.

A motion to approve the minutes of the April 28, 2010, meeting was made by Rebecca Morris and seconded by Reagan Grimsley. The minutes were approved by a unanimous vote.

New Business

- Local Government Records Commission Annual Award Nominations (copy included)

Tom Turley gave a synopsis of the three award nominees: the Alabama Genealogical Society, the Baldwin County Archives, and the Baldwin County Probate Office. Staff recommended honoring the Alabama Genealogical Society for the statewide impact of its loose records indexing project, and the Baldwin County Archives for the overall excellence of its archival program. A motion to approve these awards was made by John Giggie and seconded by Bill Garrett. The motion was unanimously approved.

- Proposed Changes to Code of Alabama Sections Relating to State and Local Government Records Commissions (copy included)

Tracey Berezansky summarized proposed changes to Code of Alabama sections relating to the Local Government Records Commission. One change would formalize the practice of state agency

members designating representatives to attend on their behalf. Another would reduce the number of required commission meetings from four to two each year, reflecting the decreased work load of the commission now that most local agencies have RDAs. Staff will continue to work with the Alabama Legislative Reference Service to prepare a bill containing these changes in procedure. If the opportunity arises, it will be submitted in the current legislative session.

- Report on HRAB 2010 Regrant Awards (copy of press release included)

Tom Turley briefly summarized the successes of our local records grant program since it was reestablished in 2009. For the 2010 cycle, Alabama's Historical Records Advisory Board (HRAB) received 46 applications and awarded \$53,221.93 to 29 grant projects. Having received training at a workshop held last week, all the projects are now under way. Staff will report on their progress at future commission meetings. Names and project descriptions of the 29 awardees are appended.

- RDA Implementation Report for Local Health Care Authorities (copy included)

Christine Garrett gave a brief synopsis of the Local Health Care Authorities' Annual RDA Implementation Reports. For 2010, 23 HCAs reported destroying 12,308 cubic feet of disposable records.

Records Disposition Authorities

- County Commissions (major revision)

After a brief discussion, a motion to approve the revised RDA was made by Linda Barrontine, seconded by Reagan Grimsley, and unanimously approved by the commission.

- Local Law Enforcement Agencies (major revision)

A motion to approve this revised RDA was made by Linda Barrontine, seconded by Fran Hamilton, and unanimously approved by the commission.

Dates for Future Meetings

The next meeting of the Local Government Records Commission is scheduled for Wednesday, April 27, 2011 at 11:00 a.m. The commission's summer meeting is scheduled for Wednesday, July 27, 2011.

Dr. Bridges declared the meeting adjourned at 11:40 a.m.

Christine Garrett, Secretary
Local Government Records Commission

Edwin C. Bridges, Chairman
Local Government Records Commission