

MINUTES
LOCAL GOVERNMENT RECORDS COMMISSION
October 25, 2006

The Local Government Records Commission met at 1:30 p.m., on Wednesday, October 25, 2006, in the Regions Board Room at the Department of Archives and History. Members present were Ed Bridges, Chairman, representing the Department of Archives and History; Linda Barrontine, representing the Examiner of Public Accounts; Ed Bishop, Chairman of the Baldwin County Commission; Fran Hamilton, Madison County Tax Assessor; Bill Garrett, representing the Attorney General; Geniece Johnson, City Clerk for the City of Fairhope; Eliza Marshall, representing the Secretary of State; and Joe Turrini, representing Auburn University. Also present were Chief Harold Parker and Lt. Brian Bonner of the Homewood 9-1-1 Emergency Communications District; Rod Coleman of the Tuscaloosa 9-1-1 Emergency Communications District; and Heather DeWitt of the City of Auburn.

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

Ed Bridges called the meeting to order at 1:30 p.m., confirmed the presence of a quorum for the meeting, and noted that the meeting had been properly announced as required by the Alabama Open Meetings Law. Dr. Bridges summarized the purpose, responsibility, and composition of the commission, welcomed those present, and introduced Mr. Bishop and Ms. Johnson, two recent governor's appointees to serve on the commission.

A motion to accept the agenda for the meeting was made by Bill Garrett and seconded by Linda Barrontine. The motion was unanimously approved.

A motion to approve the minutes of the April 26, 2006, meeting was made by Ed Bishop and seconded by Fran Hamilton. The minutes were approved as submitted.

New Business

- HRAB Update:

Ms. Berezansky gave an overview of two previous projects (the statewide needs assessment and regant) completed in the 80s and 90s, which involved ADAH's then active state records advisory board. As of February 2006, the legislature passed a bill that created a new historical records advisory board. The 15-member board is comprised of representatives from organizations of local government officials, historians, genealogists, and other groups in Alabama with an interest in historical records. The board's responsibility will involve coordinating future grant awards to the National Historical Publications and Records Commission (NHPRC). The inaugural meeting of the Alabama Historical Records Advisory Board was held August 31, with 11 of the 15 members present. Subcommittees were appointed to draft by-laws and a work process for developing a plan for the board. The board is expected to

meet at least quarterly during the next year to adopt guidelines and policies for its work in records preservation.

- Open Records Task Force:

Tracey Berezansky reported that all five subcommittees had completed their work. A final meeting of the task force was held on September 19, 2006, for the purpose of submitting recommendations to the sponsoring legislators. A 30-day grace period, ending October 20, 2006, was approved for other interested parties to submit comments or recommendations before the legislators began the process of drafting a bill to present during the 2007 legislative session. Ms. Berezansky expressed the need and importance of having a uniform set of guidelines established which would clarify present access issues in regard to public records.

Records Disposition Authority

- Municipalities (major revision):

A motion to approve the revised RDA as presented was made by Mr. Garrett and seconded by Geniece Johnson, and unanimously approved by the commission.

- Regional Planning Commissions (major revisions)

A motion to approve the revised RDA was made by Joe Turrini and seconded by Mr. Bishop, and unanimously approved by the commission.

- 9-1-1 Emergency Communications Districts (new)

A motion to approve the RDA was made by Ms. Hamilton and seconded by Eliza Marshall, and unanimously approved by the commission.

Date of Next Meeting

The next meeting of the Local Government Records Commission is scheduled for Wednesday, January 24, 2007, at 1:30 p.m. For planning purposes, the April meeting of the commission is scheduled for Wednesday, April 25, 2007.

Commission member Ed Bishop expressed his excitement about Baldwin County's upcoming 200th birthday celebration, and its creation of a county archives and employment of county archivist John Jackson. Mr. Bishop outlined a few of the activities being planned for the celebration and invited commission members and ADAH staff to join he and Baldwin County residents for this historic event.

The meeting was adjourned at approximately 2:01 p.m.

Corlis Floyd, Secretary
Local Government Records Commission

Edwin C. Bridges, Chairman
Local Government Records Commission