



**Council Chambers  
Records Commission Meeting  
January 22, 2015 9:00 AM**

- **Roll Call**
  
- **Review/Approval of Meeting Minutes from July 17, 2014**
  
- **Old Business**  
Mitch Banchefsky – Incarcerated individuals and the retention of  
"Offense Reports; Major Case Files"
  
- **Human Resources (510)**  
**510-13-402 "I-9 Forms"**  
Change Retention – 3 years after date of hire or 1 year after  
termination, whichever is later.
  
- **Roundtable**
  
- **Adjourn**