

Retention and Classification Report

Agency: Utah Advisory Council on Intergovernmental Affairs (2937)

, UT

Records Officer: _____

82861 Coordinating Advisory Council on Intergovernmental Affairs (
11833 Utah advisory council on inter-governmental relations record

AGENCY: Utah Advisory Council on Intergovernmental Affairs

SERIES: 82861

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TITLE: Coordinating Advisory Council on Intergovernmental Affairs (CACIA) meeting files

DATES: i 1986-

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These are meeting files of CACIA, which has taken on the responsibilities of the Governor's Advisory Council on Community Affairs. They include minutes, agenda, attachments, and correspondence.

RETENTION:

Permanent. Retain for 7 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 12/1987

FORMAT MANAGEMENT:

Paper: Retain in Office for 2 years and then transfer to State Records Center. Retain in State Records Center for 5 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).
Meeting files have a permanent retention.

PRIMARY DESIGNATION:

Public

AGENCY: Utah Advisory Council on Intergovernmental Affairs

SERIES: 11833

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TITLE: Utah advisory council on inter-governmental relations records

DATES: 1987-

ARRANGEMENT: Chronological by month

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These are records created by the Utah Advisory Council on Inter-governmental Relations. This Council replaced the Governor's Advisory Council on Intergovernmental Affairs in 1987. The information relates to executive establishment, organization, membership, and policy concerning the committee. Information includes by-laws, legislation, agenda, meeting minutes, task force recommendations, resolutions, press releases, correspondence, membership roster, and appointment letters.

RETENTION:

Permanent. Retain for 3 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

AUTHORIZED: 10-28-2020

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year and then transfer to State Records Center. Retain in State Records Center for 2 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

AGENCY: Utah Advisory Council on Intergovernmental Affairs

SERIES: 11833

TITLE: Utah advisory council on inter-governmental relations records

(continued)

PRIMARY DESIGNATION:

Public