



County of Santa Barbara

BOARD OF SUPERVISORS

Minute Order

May 10, 2022

Present: 5 - Supervisor Williams, Supervisor Hart, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino

PUBLIC HEALTH DEPARTMENT

File Reference No. 22-00391

RE: Consider recommendations regarding a Record Retention Schedule for Environmental Health Services, as follows: (4/5 Vote Required)

- a) Adopt a Resolution for the retention, destruction, or disposition of Environmental Health Services records, papers and documents pursuant to Government Code sections 26200, et seq., and for delegation to the Environmental Health Services Director or designee to authorize future destruction of records in accordance with the Environmental Health Services Records Retention Schedule;
- b) Approve the Records Retention Schedule for Environmental Health Services for the retention, destruction or disposition of its records and delegate to the Environmental Health Services Director or designee the ability to make non-substantive changes to the Records Retention Schedule without returning to the Board, subject to the Board's ability to rescind such delegated authority; and
- c) Determine that the proposed actions are not a "Project" under the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline section 15378(b)(5) because the activity consists of organizational or administrative activity of the government that will not result in direct or indirect physical changes in the environment.

A motion was made by Supervisor Nelson, seconded by Supervisor Hart, that this matter be acted on as follows:

a) Adopted; and

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b) and c) Approved.

The motion carried by the following vote:

Ayes: 5 - Supervisor Williams, Supervisor Hart, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino