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Legislation Details

File #: 22-00121 **Version:** 1

Type: Administrative Item **Status:** Agenda Ready

File created: 2/3/2022 **In control:** BOARD OF SUPERVISORS

On agenda: 2/15/2022 **Final action:** 2/15/2022

Title: Consider recommendations regarding a Resolution for the Human Resources Department’s Electronic Retention of Employees’ Official Personnel Files, as follows:

a) Adopt a Resolution authorizing an electronic reproduction and retention policy for the Human Resources Department’s official employee files and the destruction of the paper files pursuant to Government Code Sections 26201, 26205, 26205.1, and 26206.7; and

b) Find that the proposed Resolution is not a “project” under California Environmental Quality Act (CEQA) Guideline 15378(b)(5), in that it is organizational or administrative activities of the government that will not result in direct or indirect physical changes in the environment.

Sponsors: HUMAN RESOURCES DEPARTMENT

Indexes:

Code sections:

Attachments: 1. Board Letter, 2. Attachment A - Record Retention Resolution, 3. Adopted Resolution, 4. Minute Order

Date	Ver.	Action By	Action	Result
2/15/2022	1	BOARD OF SUPERVISORS	Acted on as follows:	Pass