



**Delaware-Morrow**  
Mental Health & Recovery Services Board  
*Health. Healing. Hope.*

## DMMHRSB Records Commission Meeting Agenda

Thursday, March 7, 2024 | 5:30 p.m.

Delaware Area Chamber of Commerce | 2 Troy Road, Delaware OH 43015

Agenda Item	Item	Presenter	Information	Discussion	Action
1.	<b>Call to Order</b>	<i>Marnie Whaley-Buckel, Committee Chair</i>			X
2.	<b>Roll Call</b>	<i>Ian Ferguson, Board Administrative Assistant/Records Custodian</i>			X
3.	<b>Approval of Agenda</b>	<i>Marnie Whaley-Buckel, Committee Chair</i>			X
4.	<b>Policy Review</b> a. Policy 03.02.02.00 - Public Records b. Policy 03.02.02.01 - Record Retention & Disposal	<i>Deanna Brant, Executive Director</i>	X	X	X
5.	<b>Public Records Retention Schedule</b>	<i>Deanna Brant, Executive Director</i>	X	X	
6.	<b>Adjournment</b>	<i>Marnie Whaley-Buckel, Committee Chair</i>			X

### Next Records Commission Meeting:

Thursday, March 6, 2025 at 5:30 p.m. at the Delaware Area Chamber of Commerce.