

Records Oversight Committee Meeting Agenda  
February 14, 2013, 9:00 A.M.  
Library Board Room, 2M

Call to Order (Metz)

Approval of Agenda (All)  
Approval of Minutes for December 13, 2012

Old Business

Using the LVA Board Room for ROC Meetings (Childs)  
Transferred Supreme Court Appellant Petitions (Neal)  
Update on Virginia Department of Transportation Retention Schedules (Smith, C.)  
Minutes of the Records Management Oversight Committee Meetings-format, storage  
and Filing (Smith, G.)

Discussion and approval vote on the following retention schedules:

765-002	Department of Social Services, Child Support Enforcement	Vannucci, All
GS-30	Virginia Alcohol Safety Action Program	Smith, G., All

New Business

None

**Next Meeting: April 11, 2013**

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The **2013** ROC Meetings dates have tentatively been set for the 2<sup>nd</sup> Thursday of every even month:

June 13

December 12

August 8

October 10