



**RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM
RECORDS LIST**

RECORDS FORMAT: Hard Copy <input checked="" type="checkbox"/> _____	Electronic _____	Other Media: _____
PURPOSE: Records for Storage <input checked="" type="checkbox"/> _____	Records for Destruction _____	

DEPARTMENT: Metro Council	PROGRAM:	PREPARED BY: Jemeshia Taylor
RECORD SERIES TITLE: Meeting Records, Governing Body, Agendas, Meeting Packets, Minutes and Exhibits – Meeting Packets		
RECORD SERIES NO: 02.02.04		
MINIMUM RETENTION: Permanent		
DATE RANGE/FROM: 03/17/2022		
DATE RANGE/TO: 4/21/2022		

METRO BOX NO: COUNC0590
ACCESS, INC. BOX NO: OREG319829
BOX TITLE: Metro Council Meeting Records – Meeting Packets (Folders No. 1 to 10(D))

Complete the following section or attach an existing electronic list:

Folder No.	CM Record No.	Classification Description	Meeting Type	Meeting Date:	Retain Until:
1	MEET22/1562	Metro Council – Council Meeting Records – Meeting Packets	Council Meeting	03/17/2022	Permanent
2	MEET22/1240	Metro Council – Council Meeting Records – Meeting Packets	Council Work Session	03/31/2022	Permanent
3	MEET22/1243	Metro Council – Council Meeting Records – Meeting Packets	Council Meeting	03/31/2022	Permanent
4	MEET22/1689	Metro Council – Council Meeting Records – Meeting Packets	Council Meeting	04/05/2022	Permanent
5	MEET22/1692	Metro Council – Council Meeting Records – Meeting Packets	Council Work Session	04/05/2022	Permanent
6	MEET22/1695	Metro Council – Council Meeting Records – Meeting Packets	Council Work Session	04/07/2022	Permanent
7	MEET22/1744	Metro Council – Council Meeting Records – Meeting Packets	Council Work Session	04/12/2022	Permanent
8(A), 8(B), 8(C), 8(D), 8(E), 8(F) & 8(G)	MEET22/1747	Metro Council – Council Meeting Records – Meeting Packets	Council Meeting	04/14/2022	Permanent
9	MEET22/1706	Metro Council – Council Meeting Records – Meeting Packets	Council Work Session	04/19/2022	Permanent
10(A), 10(B), 10(C) & 10(D)	MEET22/1715	Metro Council – Council Meeting Records – Meeting Packets	Council Meeting	04/21/2022	Permanent