

Records Oversight Committee Meeting Agenda  
October 15, 2015, 9:00 AM  
Library Board Room, 2M

Call to Order

Approval of Agenda (All)  
Approval of Minutes for August 13, 2015

Old Business  
None

Discussion and vote on the following retention schedules:

143-001	Office of the Attorney General, Civil Litigation, Debt Collection	Smith, G., all
147-001	Office of the State Inspector General (New Schedule)	Smith, G., All
171-015	State Corporation Commission, Clerk, Office of the	Smith, G., All
171-100	State Corporation Commission, Clerk's Office, Service of Process	Smith, G., All
171-101	State Corporation Commission, Clerk's Office, Uniform Commercial Code	Smith, G., All
171-102	State Corporation Commission, Clerk's Office, Document Control Center	Smith, G., All
182-162	Virginia Employment Commission, Workforce Services	Smith, C., All
226-001	Board of Accountancy	Smith, C., All
501-003	Virginia Department of Transportation, Land Development (District Office)	Smith, C., All
501-009	Virginia Department of Transportation, Internal Audit	Smith, C., All
501-025 and 501-102	Virginia Department of Transportation, Executive Office	Smith, C., All

New Business

**Next Meeting: December 10**

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The remaining **2015** ROC Meetings dates have tentatively been set for the 2<sup>nd</sup> Thursday of every even month: The 2015 schedule has been completed.

Invitations for the 2016 meetings will be sent in December, and will follow the 2<sup>nd</sup>-Thursday schedule as noted above.