

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION APPROVING RECORDS RETENTION SCHEDULES FOR
AGRICULTURE, WEIGHTS AND MEASURES; THE CORONER'S OFFICE; COUNTY
COUNSEL; THE HEALTH SYSTEM; THE HUMAN SERVICES AGENCY; AND THE
PROBATION DEPARTMENT.**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, on November 5, 2013, this Board approved a Countywide Records Retention Schedule and Policy, which created a uniform, structured approach to records retention; and

WHEREAS, the Policy required all County departments to develop department-specific records retention schedules; and

WHEREAS, there has been presented to this Board of Supervisors for its consideration and approval Department-Specific Records Retention Schedules for Agriculture, Weights and Measures; the Coroner's Office; County Counsel; the Health System; the Human Services Agency; and the Probation Department.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the attached Department-Specific Records Retention Schedules are hereby approved by the Board of Supervisors.

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