

RESOLUTION 24-161

October 8, 2024

RESOLUTION TO ENTER INTO AN AGREEMENT WITH THE FRANKLIN COUNTY RECORDER'S OFFICE TO DIGITIZE AND PRESERVE PUBLIC RECORDS FOR EASE OF ACCESS AND COST REDUCTION FOR FRANKLIN COUNTY PUBLIC HEALTH (EXPENSE NOT TO EXCEED \$7,350.00)

WHEREAS, Franklin County Public Health (FCPH) has a responsibility to provide prompt inspection and release of public records pursuant to Ohio Revised Code 149.43;

WHEREAS, a public record is defined in Ohio Revised Code section 149.43(A) and by Ohio case law;

WHEREAS, FCPH has multiple boxes of public records that are required to be permanently retained under their retention schedule;

WHEREAS, to adhere to the retention policy, FCPH needs these paper records scanned, digitized, and preserved on microfilm;

WHEREAS, FCPH currently stores public records at an outside storage facility; and

WHEREAS, scanning and converting records to digital storage will reduce overhead cost and greatly ease access to public records for release to the public for the agency.

Now, therefore, upon motion of Board Member __, second by Board Member ____,

BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF HEALTH, BOARD MEMBERS;

1. That the Health Commissioner is authorized to reenter into an agreement with the Franklin County Recorder's Office for the scanning, digitizing, and preservation of public records.
2. This resolution shall be in full force and effect from and immediately upon its adoption.

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Voting Aye Thereon:

Board Members
Franklin County Board of Health

Voting Nay Thereon:

Board Members
Franklin County Board of Health