Retention and Classification Report

Agency: Department of Health and Human Services. Division of Aging and Adult Services. Board of Aging and Adult Services (33)
195 North 1950 West
Salt Lake City, UT 84116

Records Officer: _____

24211 Board of Aging and Adult Services files

AGENCY: Department of Health and Human Services. Division of Aging and Adult Services. Board of Aging and Adult Services

SERIES: 24211 1

TITLE: Board of Aging and Adult Services files

DATES: 1960-

ARRANGEMENT: Chronological.

DESCRIPTION:

Contains annual reports and other publications produced by the Board. The publications document issues facing aging Utahns from medical care to employment.

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

Paper: Retain in Office until administrative need ends and then transfer to State Archives with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

These records document the activities of the board, including advisory committees, relating to executive establishment, organization, membership, and policy. Records include agendas, meeting minutes, and final reports. May include video and audio recordings.

AGENCY: Department of Health and Human Services. Division of Aging and Adult Services. Board of Aging and Adult Services

SERIES: 24211

TITLE: Board of Aging and Adult Services files

(continued)

PRIMARY DESIGNATION:

Public