

## Retention and Classification Report

**Agency:** Public Welfare Commission (1310)

195 North 1950 West  
Salt Lake City, UT 84116  
801-538-3991

**Records Officer:** \_\_\_\_\_

02125	*Administrative records
02699	*Adoption studies statistical records
02746	*Appeals Committee hearings transcripts
02631	*Correspondence
02563	*County welfare board minutes
02655	*Federal commodities allotment notices
05014	*Juvenile justice committee reports
05244	*Mental health program records
02562	*Minutes
02689	*Public assistance statistical data records

**AGENCY:** Public Welfare Commission

**SERIES:** 2125

3

**TITLE:** Administrative records

**DATES:** 1962-1963.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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

**AGENCY:** Public Welfare Commission

**SERIES:** 2699

3

**TITLE:** Adoption studies statistical records

**DATES:** 1959-1962.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Permanent. Retain for 1 year(s)

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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

**AGENCY:** Public Welfare Commission

**SERIES:** 2746

3

**TITLE:** Appeals Committee hearings transcripts

**DATES:** 1941-2015.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Permanent. Retain for 1 year(s)

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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

**AGENCY:** Public Welfare Commission

**SERIES:** 2631

**TITLE:** Correspondence

**DATES:** 1965-2015.

**ARRANGEMENT:** Alphanumerical.

**DESCRIPTION:**

3

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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

**AGENCY:** Public Welfare Commission

**SERIES:** 2563

3

**TITLE:** County welfare board minutes

**DATES:** 1961.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

Copies of the minutes of the county welfare boards sent in to the state public welfare commission.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**AUTHORIZED:** 10-28-2020

**FORMAT MANAGEMENT:**

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

**APPRAISAL:**

These records have historical value(s).

Minutes have ongoing research value because they document agency deliberations and decisions.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Public Welfare Commission

**SERIES:** 2655

3

**TITLE:** Federal commodities allotment notices

**DATES:** 1957-1959.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Permanent. Retain for 1 year(s)

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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

**AGENCY:** Public Welfare Commission

**SERIES:** 5014

3

**TITLE:** Juvenile justice committee reports

**DATES:** 1972-2015.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Permanent. Retain for 1 year(s)

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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**FORMAT MANAGEMENT:**

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**AGENCY:** Public Welfare Commission

**SERIES:** 5244

3

**TITLE:** Mental health program records

**DATES:** 1966-2015.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Permanent. Retain for 1 year(s)

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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**FORMAT MANAGEMENT:**

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**AGENCY:** Public Welfare Commission

**SERIES:** 2562

3

**TITLE:** Minutes

**DATES:** 1935-1958.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

Minutes of meetings of the state public welfare commission.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**AUTHORIZED:** 10-28-2020

**FORMAT MANAGEMENT:**

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

**APPRAISAL:**

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

These records have evidentiary value and serve as a history of board and committee actions. They contain minutes of open committee and board meetings as required by UCA 52-4-7. (2005) Records may also include agenda, recordings, recordings and minutes of closed portions of meetings, and other supporting documentation.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Public Welfare Commission

**SERIES:** 2689

3

**TITLE:** Public assistance statistical data records

**DATES:** 1952-1962.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Permanent. Retain for 1 year(s)

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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