



Agency Records Disposition Schedule

Department: Department of Health and Senior Services

Section: Center for Local Public Health Services

Division: Division of Community and Public Health

Sub-Section:

TITLE: Central Office Staff Meeting Minutes and Notes (copies)	CUTOFF:	
DESCRIPTION: Central Office Staff Meeting Minutes and Notes (copies) Originals filed with office concerned.	RETENTION: Years: 2 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7594	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: County Annual Plans	CUTOFF:	
DESCRIPTION: County Annual Plans - Plans submitted to Local Health for State and Federal Funds	RETENTION: Years: 5 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7592	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: County Budget Agreements	CUTOFF: WSO	
DESCRIPTION: County Budget Agreements - Dept. of Health agreements with Federal and State Agencies and Local Health Units - copies - Originals in DOH - Admin.	RETENTION: Years: 0 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7588	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Dept. of Health Orders - copies	CUTOFF:	
DESCRIPTION: Dept. of Health Orders - copies - Originals kept in the Director's Office	RETENTION: Years: 4 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7587	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989



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TITLE: District annual plans	CUTOFF:	
DESCRIPTION: District annual plans - plans submitted to local health for state and federal funds	RETENTION: Years: 5 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7593	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Itineraries for Local Health Personnel	CUTOFF:	
DESCRIPTION: Itineraries for Local Health Personnel	RETENTION: Years: 1 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7590	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Minutes of Committee Meetings (copies)	CUTOFF: WSO	
DESCRIPTION: Minutes of Committee Meetings (copies) Originals filed with the committees involved	RETENTION: Years: 0 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7591	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Notice of transfer of Office Equipment (copies)	CUTOFF: WSO	
DESCRIPTION: Notice of transfer of Office Equipment (copies) originals in DOH - Administration	RETENTION: Years: 0 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7589	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989



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Sub-Section:

TITLE: Reports (From various state and federal agencies on health subjects)	CUTOFF:	
DESCRIPTION: Reports (From various state and federal agencies on health subjects)	RETENTION: Years: 5 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7596	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Requests for supplies and equipment (Form BA- 15A) This is a disbursement sheet only (NO FINANCIAL FIGURES INVOLVED)	CUTOFF: WSO	
DESCRIPTION: Requests for supplies and equipment (Form BA- 15A) This is a disbursement sheet only (NO FINANCIAL FIGURES INVOLVED)	RETENTION: Years: 0 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7597	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Tuberculosis, Cancer, Alcoholism Orientations List of programs and who attended	CUTOFF: WSO	
DESCRIPTION: Tuberculosis, Cancer, Alcoholism Orientations List of programs and who attended	RETENTION: Years: 0 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 7595	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989