

**Records Retention Revision Committee of the Superior Court**

**Friday, April 4, 2014**

**10:00 a.m. – 3:00 p.m.**

**Conference Room 345A/B**

**State Courts Building, 1501 W. Washington, Phoenix, AZ 85007**

**Conference Call: 602-452-3288, Meeting ID: 6617#**

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**AGENDA**

<b>TIME</b>		<b>PRESENTER</b>
10:00 a.m.	<b>Call to Order/ Welcome and Introductions</b>  Materials: <ol style="list-style-type: none"><li>1. Agenda</li><li>2. Minutes – February 19, 2014</li><li>3. Purpose of Courts – Records Graphic</li><li>4. Initial Draft Modifications to ACJA § 3-402</li></ol>	<i>Sandra Markham, Chair, Clerk of the Court, Superior Court in Yavapai County</i>
10:10 a.m.	<b>Approval of Minutes – February 19, 2014</b> <input type="checkbox"/> <i>Formal Action/Request</i>	<i>Sandra Markham</i>
10:15 a.m.	<b>Review of:</b> <ul style="list-style-type: none"><li>• Purpose of Courts – Records Graphic Discussion</li><li>• Explanation of Initial Draft Modifications to ACJA § 3-402: Superior Court Records Retention and Disposition Schedule</li></ul>	<i>Melinda Hardman, Sr. Court Analyst, AOC</i>
10:45 a.m.	<b>Continuing Discussion of Updates to ACJA § 3-402</b>	<i>Committee Members</i>
12:00 p.m.	<b><i>Lunch Break</i></b>	

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*All times are approximate. The Chair reserves the right to set the order of the agenda. For any item on the agenda, the Committee may vote to go into executive session as permitted by Arizona Code of Judicial Administration § 1-202. Please contact Melinda Hardman (602-452-3453), committee staff, with any questions concerning this agenda. Any person with a disability may request a reasonable accommodation, such as auxiliary aids or materials in alternative formats, by contacting Julie Graber at (602) 452-3250. Requests should be made as early as possible to allow time to arrange the accommodation.*

12:45 p.m. **Continuing Discussion of Updates to ACJA § 3-402**

*Committee Members*

**Next Meeting:** May 16, 2014  
10:00 a.m. – 3:00 p.m.  
Arizona State Courts Building  
Conference Room 119 A/B

*Sandra Markham*

2:45 p.m. **Call to the Public**

*Sandra Markham*

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**ADDITIONAL MEETING DATES**

Friday, May 16, 2014; 10:00 a.m.  
Wednesday, June 18, 2014; 10:00 a.m.  
Wednesday, August 6, 2014; 10:00 a.m.  
Wednesday, September 17, 2014; 10:00 a.m.

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