



THE CITY OF WINNIPEG RECORDS COMMITTEE

To:	RECORDS COMMITTEE: Mrs. D. Browton, City Clerk Mr. S. Bucko, Financial Systems Coordinator Mr. D. Buhr, Solicitor Mr. M. Lemoine, City Records Manager & Archivist (Chairperson) Mr. D. Rubel, Audit Manager Dr. D. Guth Dr. T. Nesmith
Purpose or Subject:	RECORDS COMMITTEE MEETING #8
Agenda:	<ol style="list-style-type: none">1 Personnel Records Discussion<ul style="list-style-type: none">• A report on Personnel Records is attached for discussion by the committee (pages 13 to 25). With the decentralization of Personnel functions / records to departments, an updated policy on how to treat the records has been requested. Warren Atchison of Corporate Services will attend the Records Committee meeting to help answer questions regarding Personnel records.2 Review of last meeting's minutes<ul style="list-style-type: none">• Minutes attached (pages 1 to 2)• Extract of Police Records Listing attached as information (pages 3 to 5)3 Archives Revitalization Subcommittee<ul style="list-style-type: none">• A verbal report from the subcommittee will be given.4 Pan Am Games Archives<ul style="list-style-type: none">• A verbal report on the status of the project will be given. An extract from the contract signed between the City of Calgary and the COA regarding the Calgary Winter Olympic Archives is attached for information (pages 6 to 12)5 Other Business
Meeting Details:	Date: Wednesday, April 1, 1998 Time: 9:00 am Duration: 2 hours Place: North Committee Room, 2nd Floor, Council Building, City Hall, 510 Main Street
Arranged by:	Marc Lemoine, City Records Manager & Archivist (Chairperson) Telephone: 986-7131
Dated:	March 24, 1998

