



RESOLUTION NO. 2020-02-19-009

ADOPTION OF A DISTRICT-WIDE INFORMATION MANAGEMENT POLICY

WHEREAS, pursuant to OAR Chapter 166 the State Archives recommends the use of development and implementation of written policies that set forth the agency's use, access, retention and ownership of public records all agencies, including local governments; and

WHEREAS, under Oregon Public Records Law, every person has a right to inspect nonexempt public records of Lane Transit District ("LTD"), subject to reasonable procedures and restrictions; and

WHEREAS, LTD recognizes and respects the public's rights to public documents and the importance of maintaining orderly files to facilitate public access in an efficient and cost-effective manner; and

WHEREAS, ORS 192.440 (4) authorizes LTD to establish fees reasonably calculated to reimburse LTD for LTD's actual cost of making public records available, including costs for summarizing, compiling or tailoring the public records, either in organization or media, to meet the person's request; and

WHEREAS, LTD has amended its fee schedule to match that of the Oregon Department of Administrative Services; and

WHEREAS, LTD has developed an Information Management Policy to comply with all administrative rule and statutory requirements and recommendations.

NOW, THEREFORE, BE IT RESOLVED that the LTD Board of Directors passes a Resolution:

Adopting the Information Management Policy, which is attached hereto and is incorporated herein by this reference.

ADOPTED BY THE LANE TRANSIT DISTRICT ON THIS 19th DAY OF FEBRUARY, 2020.

02/19/2020
Date

Carl Yeh
Board President, Carl Yeh