
RE: Requesting Destruction Decision

From KUCINSKI Michael * DEQ <Michael.KUCINSKI@deq.oregon.gov>

Date Thu 4/13/2023 8:17 AM

To MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>

Cc YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>

Thank you, Kristen. You are very gracious and I appreciate it.
Good news – I heard back from everyone and there are no concerns destroying these records.
Mike

From: MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Sent: Thursday, April 13, 2023 7:18 AM
To: KUCINSKI Michael * DEQ <Michael.KUCINSKI@deq.oregon.gov>
Cc: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Subject: RE: Requesting Destruction Decision
Importance: High

Thank you!! No worries on time...as you can see I was quick to follow-up 🤗

From: KUCINSKI Michael * DEQ <Michael.KUCINSKI@deq.oregon.gov>
Sent: Wednesday, April 12, 2023 3:42 PM
To: MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Cc: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Subject: RE: Requesting Destruction Decision

Oh my gosh Kristen, I read this email and see that you sent it to me back in December. I completely missed this email and I am sorry for the extremely late response. [insert super-embarrassed emoji here].

I know that item #2 the Working for Clean Water slide show is available on the web, so that can be destroyed. I will check in with the managers of the programs for the other three items now and see if they have any concerns.

Thanks,
Mike

From: MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Sent: Wednesday, April 12, 2023 9:20 AM
To: KUCINSKI Michael * DEQ <Michael.KUCINSKI@deq.oregon.gov>
Cc: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Subject: FW: Requesting Destruction Decision
Importance: High

Hello!

I am starting to go through some old orphan records to see if we can destroy them or not and have 4 to ask you about (please feel free to refer me to someone else). Also, I will probably be in touch with more.

We have approximately 100 CDs of "Erosion and Sediment Control Manual and Construction Site Inspector's Booklet" April 28, 2005 (CD photo)

1 slide show "Working for Clean Water" 1980s (projector and list photo)

2 VHS "Biosolids the growth of recycling" (VHS and CD photo)

2 CDs "Water Quality Model & Code Guidebook" (VHS and CD photo)

Are these OK to destroy?

From: MERCER Kristen * DEQ
Sent: Wednesday, December 28, 2022 10:40 AM
To: KUCINSKI Michael * DEQ <Michael.KUCINSKI@deq.oregon.gov>
Subject: Requesting Destruction Decision
Hello!

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Are these OK to destroy?

DEQ Records Destruction Authorization Form

Before destroying records, email this form to your manager & RecordsRequest@deq.state.or.us to obtain authorization.

Authorization is by email only, no signatures required.

[Records destruction procedure](#) [DEQ Retention Schedule](#) [State General Retention Schedule](#)

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Program/section name: DEQ Agency Wide **Date approved by records officer:** _____

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Program/section name: DEQ Agency Wide **Date approved by records officer:** _____

Program staff requesting destruction:	Kristen Mercer	Date destroyed:
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Program staff requesting destruction:	Kristen Mercer	Date destroyed:
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Program staff requesting destruction:	Kristen Mercer	Date destroyed:
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Approving Manager: Melissa Aerne

Approving Manager: Melissa Aerne

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