NOTICE OF MEETING

COMMISSIONERS COURT OF UPSHUR COUNTY, TEXAS

FRIDAY, JUNE 29, 2007, 8:45 AM, PUBLIC HEARING

3RD FLOOR, UPSHUR COUNTY COURTHOUSE, COURTHOUSE SQUARE, GILMER, TEXAS

PUBLIC HEARING

AGENDA

1. **Public Hearing on the Upshur County Clerk's Record Archives Plan.**

Dean Fowler
Upshur County Judge

This above and foregoing is a true and correct copy of the original on file in this office.

County Clerk
Upshur County, Texas

COUNTY COURT OF UPSHUR COUNTY, TEXAS

FILED
2007 JUN 25 P 4:10

UPSHUR COUNTY COMMISSIONER'S COURT

JUNE 29, 2007, 8:45 AM

Commissioners met in Special Session for a Public Hearing with all members present.

1. Upshur County Commissioners Court met on June 29, 2007 at 8:45 a.m. for a Public Hearing on the Upshur County Clerk's Records Archives Plan:

   County Clerk, Peggy LaGrone, spoke about the status of the Record's Archives Plan, stating that there is currently not a Records Archives Plan for 2006-2007 in the Court Minutes from the previous administration. This plan will be effective through the end of the fiscal year, October 1, 2007. Ms. LaGrone stated that as of September 31, 2007 there are 366,342 indexes totaled. All of the record plats have been scanned and the scanned images are now used by the public instead of original documents. Ms. LaGrone stated that when she took office that was not the case and that the Plat CD could not be located. Hart InterCivic was able to locate and send the CD. The CD contains nearly 1,000 plat images which the Clerk's office is working with Hart to transport. This will make it more convenient and cause less wear and tear on the original plats. There are many indexing issues with the vital records. Many are missing various pieces of vital information such as volume and page, or the parent's information. There are over 50,000 of those records. These need to be re-indexed. The older probate and court records are on onion skin paper, which is so fragile that it crumbles when touched. This problem needs to be addressed before the records completely deteriorate. Due to the prior administration, the Commissioners Court minutes are difficult to search via Hart system. The minutes are being re-indexed to make them more user-friendly. The County Clerk's office found approximately 250 rolls of film a couple of months ago, which have been inventoried. Because of the way the records were indexed, it is sometimes nearly impossible to research them. Social Security numbers need to be redacted. Ms. LaGrone stated that the people of Upshur County deserve to have their records maintained and for the integrity of their records to be unquestionable. Commissioner Crittenden stated that it is "going to be quite a, quite a load to go back and research of all of the records in the County from the beginning of time" and asked how much it would cost to do this. Ms. LaGrone stated that this plan is through September 31st and that she is going to ask the court for another public hearing where there will be monetary value attached to these figures. She stated that her main objective is to locate all of the records. Ms. LaGrone stated that a previous clerk hired a company to scan records and missed scanning a block of records around 2002. She stated that many records have been mis-indexed. This Records Archives Plan is to do a complete inventory and then get the micro-film that is stored in radon gas. The original plats need to be found and re-indexed.

This Records Archives Plan will ensure that the County is in compliance with the law.

2. Adjourn:
Motion by Lloyd Crabtree
Second by Glenn Campbell
Motion was approved. All voted yes.

Peggy Haldane

Attested by County Clerk

ATTENDANCE SIGN-IN SHEET
LOCATION: UPSHUR COUNTY COMMISSIONER'S COURT
DATE: 6-29-07

1. Greg Dodson	1.
2. Debra Bulfinch	2.
3. Shelby Phillip Williams	3. Gladewater Mirror
4. Maria Barnes	4.
5. Jeanie Howell	5. Gilmer Cable Television
6. David Mooney	6. " " "
7.	7.
8. Mac Overton	8. The Real Mirror
9. Karen Kelley	9.
10. Angela Harris	10.
11. Gary [illegible]	11.
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FILED
PEGGY LAGRONE
COUNTY CLERK
07 JUN 29 AM 10: 18
UPSHUR COUNTY, TX.
BY _____ DEPUTY