

LAKWOOD RECORDS COMMISSION  
MINUTES OF THE REGULAR MEETING HELD ON  
SEPTEMBER 18, 2017 IN THE LAW CONFERENCE ROOM  
AT 12650 DETROIT AVENUE, LAKEWOOD, OHIO

Meeting was called to order at 6:37 P.M. Roll Call Present: Chairman, Mayor Michael Summers, Law Director, Kevin Butler, Finance Director, Jennifer Pae, Brian Bardwell and Chief Malley

All members are present. Mr. Summers asked the other members if there were any changes to the minutes from the meeting held on February 6, 2017. No changes were noted and the minutes will stand as written without the necessity of a reading.

Motion by Mr. Butler and second by Mr. Bardwell to approve the minutes as written.  
Ayes: 4 Nays: 0

New Business:

1. General discussion regarding retention of body worn camera records

The commission asked if there any consequences regarding the storage of the video? It was noted that the only consequence would be the cost of the storage. Since the content is stored on the cloud, the vendor is in charge of the correct storage size. The city pays for the storage. Chief Malley reported on the internal policy regarding the retention periods currently in place. Of note was that "calls for service", which is considered a basic radio call or a disturbance type of call has been changed from 30 days to 90 days. Mr. Bardwell

Mayor Summers reported that the city is looking into an upgraded Computer Aided Dispatch (CAD) system to allow the city to share more information with the public.

Mayor Summers asked Mr. Bardwell if he knew of any other municipalities that are getting more information out to the public and are doing it well to please let the Record Commission members know.

Mr. Bardwell indicated that there are no new filings pending before the House Committee that would impact our local government records.

Mayor Summers called for a motion to adjourn.

Motion by Mr. Bardwell second by Mrs. Pae to adjourn the meeting.  
Ayes: 4 Nays: 0

Meeting adjourned at 6:58 p.m.

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Date approved

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Chairman

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Secretary