OHIO HISTORY CONNECTION

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Local Government Records Program 800 E. 17th Avenue

**Ohio Historical Society** 

State Archives of Ohio

Columbus, Ohio 43211-2497

DEC 3 - 2014

## STATE AND LOCAL ENT RECORDS **RECORDS RETENTION SCHEDULE (RC-2)**

See instructions before completing this form.

## Section A: Local Government Unit

TRUMBULL COUNTY	Family C	ourt Juvenile Di	vision		
(local government entity)	(unit)				
Stateburg		Pamela A. Rinti	ala, Administrative Judge	9-4-14	
(signature of responsible official)		(name)	(title)	(date)	
Section B: Records Commission TRUMBULL COUNTY		(3	30) 675-2518		
Records Commission		(te	lephone number)		
160 High St. NW	Warren		44481	TRUMBULL	
(address)	(city)		(zip code)	(county)	

## To have this form returned to the Records Commission electronically, include an email address: RSWALLAC@CO.TRUMBULL.OH.US

I hereby certify that our records commission met in an open meeting, as required by Section 121.22 ORC, and approved the schedules listed on this form and any continuation sheets. I further certify that our commission will make every effort to prevent these records series from being destroyed, transferred, or otherwise disposed of in violation of these schedules and that no record will be knowingly disposed of which pertains to any pending legal case, claim, action or request. This action is reflected in the minutes kept by this commission.

Track Furthe **Records Commission Chair Signature** Date

Section C: Ohio Historical Society - State Archives

bot Records archurs Signature

Section D: Auditor of State Signature

5-15 Date

Please Note: The State Archives retains RC-2 forms permanently. It is strongly recommended that the Records Commission retain a permanent copy of this form

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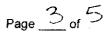


## Section E: Records Retention Schedule TRUMBULL COUNTY Family Court Juvenile Division

(local government entity)

(unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or OHS-LGRP	(6) RC-3 Required by OHS- LGRP
2014-1	Juvenile By-pass Records	2 years after final order	Paper		
2014-2	Juvenile Delinquency and Adult Records	Except ORC 2903.01, 2903.02, or 2907.02. Record is eligible to be sealed if the person is under 18 years of age; any time after 6 months after the following	Paper		
		occurs: the termination of court orders or uncondition al discharge from DYS or other facility,			
		court enters an order under 2152.84 or 2152.85 of the O.R.C. that contains a determinati on that the child is no			

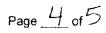


Ohio Historical Society State Archives of Ohio Local Government Records Program



800 E. 17<sup>th</sup> Avenue Columbus, Ohio 43211-2497

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or OHS-LGRP	(6) RC-3 Required by OHS- LGRP
		longer a			<u> </u>
		juvenile			
		offender			
		registrant.			
		if the		1 1	
		person is			
		18 years of age or			
		older, at			
		any time			
		after the		1	
		later of the			
		following:		1.	
}		attainment			
		of 18 years			
		of age; the			
		occurrence			
		of any			
		event identlfied in			
		divisions			
		(C) (1)(a)(i)			
		to (iii) of			
		section			
		2151.356.			
		Immediate		-	
		sealing if			
		the			
5		complaint			
		is heard			
		unofficially or is			4
		diverted or			
		ls			
		dismissed			
		after trial or			
		the person			
		is			
		adjudicated			
		an unruly			
		child is 18 or older		·	
		and is not			
		under			
		jurisdiction			
		of the court			
ł		ofa			
		complaint			
		alleging the			
		person to			
		be a			





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(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or OHS-LGRP	(6) RC-3 Required by OHS- LGRP
		delinguent child.			
2014-3	Juvenile Traffic Records and Marriage Consent Records	Traffic- Minor Misdemean or traffic shall be retained for 5 years after the final order. Misdemean or traffic	Paper		
		shall be retained for 25 years after the final order. All other traffic retained for 50 years after the final order.			
	Unruly and marriage consent records shall be retained for 2 years after the final order				
		or one year after the issuance of an audit report, whichever is later.			
2014-4	Permanent Custody, Custody, Parentage, Visitation, Support Enforcement, Abuse, Neglect, and Dependency Records	Shall be retained for 2 years after the child who is the subject of the case obtains the age of maturity. If	Paper		



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(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or OHS-LGRP	(6) RC-3 Required by OHS- LGRP
		post-decree motions have been filed, records shall be retained for 1 year after the adjudicatio n of the post-decree motion of the date specified for the case files, whichever is later.			
2014-5	Search Warrant Records	Warrants and returns retained for five years after the date of service or last service attempt.	Paper		
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