

**AREA-WIDE RECORDS MANAGEMENT SYSTEM (ARMS)
POLICY BOARD**

NOTICE OF MEETING

DATE: February 15, 2018

TIME: 3:30 PM

LOCATION: 400 S. Vine St., Executive Conference Room

Those wishing to attend should dial 128 on the phone located next to the 2nd floor security door.

A G E N D A

1. Call to Order and Roll Call
2. Additions to the Agenda
3. Approval of Minutes of Previous Meeting: November 16, 2017.
4. Public Input
5. Staff Report
 - RMS Procurement
 - eCitations – update
 - Development update
6. Reports of committees and officers.
7. Unfinished business.
8. New business.
 - FY 2019 ARMS Budget – proposed
9. Adjournment.