

RESOLUTION ~~25~~ - 26-01

WHEREAS, it is necessary for department heads to get prior approval before destroying County property, records and documents,

WHEREAS, department heads must apply to the State of Illinois first and properly receive approval of destroying certain records; and

BE IT RESOLVED, that the Ford County Probation and Court Service's Office successfully sought approval from the State of Illinois on November 12, 2025, to properly destroy certain records; and

THEREFORE, BE IT NOW RESOLVED, that the Ford County Probation and Court Services Office sought approval from the Ford County Finance Committee and the Ford County Board.

Dated this 8th day of December, 2025.



Chase McCall
Ford County Board Chairman



Attest: Amy Frederick
County Clerk & Recorder



RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 05:125

TO: Local Records Commission
Margaret Cross Norton Building
Springfield, IL 62756
217-782-7075

COUNTY: FORD

RECEIVED

FROM: FORD COUNTY PROBATION

ADDRESS: 200 W STATE ST.,

Agency Division

Street, P.O. Box
PAXTON, IL 60957

City, ZIP Code

TELEPHONE: (217) 379-9450

Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

NOV 12 2025
LOC. REC. COMM

CONTACT: jharrison@fordcounty.illinois.gov

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
2	ADULT CASE FILES	2014-2018	17 CU. FT.
7	BUDGET RECORDS	2018	1.0 CU FT.
21	PAID BILLS AND INVOICES	2018	1.0 CU FT.
APPROVED		TOTAL: 19 cu ft	

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

January 5, 2026 *DH*

Jennifer Harrison 11/5/25
Signature Date

JENNIFER HARRISON
Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: ALYSSA VANCE, CHIEF DEPUTY CLERK