

RECORDS TRANSMITTAL AND RECEIPT

Govans Office

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPT. OF PUBLIC SAFETY AND CORRECTIONAL SERV.		ACCESSION NO. <i>02W1157</i>	DATE REC'D <i>6-3-02</i>
B. DIVISION/UNIT GOVANS OFFICE PAROLE AND PROBATION		LOCATION RANGE SECTION(S) <i>26 ✓ 13</i>	RM CODE <i>23.04.40</i>
C. MAILING ADDRESS 5225 YORK ROAD BALTIMORE, MD. 21212			NO. OF CU. FT. <i>15</i>
D. PHONE NO. 410-435-7795		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL RUSSELL ROBINSON, FS II		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. 1998 CLOSED CASES	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	1998 CLOSED CASES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	ADAMS, ANTONIO	BOWMAN, DAVID	<i>Sch. # 1461 Item # 1 Jan. 2009</i>
2	BRAUN, NANCY	CARROLL, PAUL	
3	CARTER, CONRAD	DIXON, DEBORAH	
4	DORSEY, JOHN	GOLDEN, REGINA	
5	GRAY, ROBERT A.	HOEY, JOHN	
6	HUTT, JOSEPH	JENNINGS, CLARENCE	
7	JOHNSON, BERNARD	LEE, MARLIN	
8	LEE, MELVIN	MILBURN, PAUL	
9	MILES, RYAN	PAUL, TRAVIS	
10	PENN, CARLROME	ROBINSON, TERRELL	
11	ROCK, DESERAE	SIMMS, EVANS	
12	SINGFIELD, HAROLD	SUMMER, RICKEY	
13	TABOR, CARROLL	WARD, LAWRENCE	
14	WARDLAW, TONY	WILLIAMSON, RAYMOND	
15	WILLIS, ALBERT	ZISSIMOS, NICHOLAS	

1998 Closed Cases

R-26
S-13

10-2-0
11-10-00
12-1-00



23.04.41	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Warrant / Home Detention Units Guilford Avenue, Baltimore			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W496	Closed Home Detention Cases	1461	1	1998	7	1/2009	RECYCLE
01W497	Closed Parole Delinquent Cases	1461	1	1998	31	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez Signature	Records Center Manager Title	June 30, 2009 Date
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RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Public Safety and Correctional Services		ACCESSION NO. 01W496	DATE REC'D 12-11-00
B. DIVISION/UNIT Division of Parole and Probation Warrant/Home Detention Units			RM CODE 23.04.41
C. MAILING ADDRESS 2100 Guilford Avenue, Room 107 Baltimore, Maryland 21218		LOCATION RANGE SECTION(S) 16 4	NO. OF CU. FT. 7
D. PHONE NO. 410-333-8879		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL William Cheney		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<u>CLOSED HOME DETENTION CASES - 1998</u>	<i>Sche. # 1461</i>
1	January	<i>Item # 1</i>
2	February	<i>Jan. 2009</i>
3	March thru April	
4	May thru June	
5	July thru August	
6	September thru October	
7	November thru December	

R-16
S-4

20.12.10.02
10/11/10
10/11/10

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Public Safety and Correctional Services		ACCESSION NO. 01W497	DATE REC'D 12-11-00
B. DIVISION/UNIT Division of Parole and Probation Warrant/Home Detention Units			RM CODE 23.04.41
C. MAILING ADDRESS 2100 Guilford Avenue, Room 107 Baltimore, Maryland 21218		LOCATION RANGE SECTION(S) 16 4	NO. OF CU. FT. 31
D. PHONE NO. 410-333-8879		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL William Cheney		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<u>CLOSED PAROLE DELINQUENT CASES - 1998</u>	
1	January - A thru W	Schr. # 1461 Item # 1 Jan. 2009
2	February - A thru H	
3	February - J thru W	
4	March - A thru B	
5	March - C thru G	
6	March - H thru L	
7	March - M thru R	
8	March - S	
9	March - T thru W	
10	April - A thru G	
11	April - H thru N	
12	April - P thru W	
13	May - A thru G	
14	May - H thru P	
15	May - Q thru Z	

Box
Numbers

CLOSED PAROLE DELINQUENT CASES - 1998

16	June - A thru G
17	June - H thru W
18	July - A thru F
19	July - G thru M
20	July - R thru Y
21	August - B thru H
22	August - J thru Z
23	September - A thru F
24	September - G thru K
25	September - L thru R
26	September - S thru V
27	October - A thru G
28	October - H thru W
29	November - A thru W
30	December - A thru H
31	December - M thru W

R-16
S-4

~~(A) - space~~
(5-43)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Division of Parole and Probation	ACCESSION NO. 00W489	DATE REC'D 10-18-99
B. DIVISION/UNIT Interstate Compact Unit	RM CODE 23.04.41.01	
C. MAILING ADDRESS 428 East Preston Street Baltimore, Md 21202	LOCATION RANGE SECTION(S) 13 ✓ 25	NO. OF CU. FT. 12
D. PHONE NO. 410-333-0221	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Michael Doresh, Senior Agent	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	January, 1998 - Closed Interstate Parole Cases	Sche. # 1461 Item # 1 Jan. 2009
2	February, 1998 - Closed Interstate Parole Cases	
3	March, 1998 - Closed Interstate Parole Cases	
4	April, 1998 - Closed Interstate Parole Cases	
5	May, 1998 - Closed Interstate Parole Cases	
6	June, 1998 - Closed Interstate Parole Cases	
7	July, 1998 - Closed Interstate Parole Cases	
8	August, 1998 - Closed Interstate Parole Cases	
9	September, 1998 - Closed Interstate Parole Cases	
10	October, 1998 - Closed Interstate Parole Cases	
11	November, 1998 - Closed Interstate Parole Cases	
12	December, 1998 - Closed Interstate Parole Cases	
TOTAL BOXES - 12		

R13
S25

10-17-01
10-17-01
10-17-01
10-17-01

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY: DIVISION OF PAROLE & PROBATION	ACCESSION NO. 03W1910	DATE REC'D 5-6-03
DIVISION / UNIT: Interstate Compact Unit		RM CODE 23.04.41.01
MAILING ADDRESS: 428 E Preston St BALTIMORE, MARYLAND 21218 21202	LOCATION RANGE SECTION(S) 163 ✓ 23	NO. OF CU. FT. 4
PHONE NUMBER: 410-333-0221 x391 <i>or</i> 379	RECORDS CENTER MANAGER	
AGENCY OFFICIAL: Fred Matthews, Administrator II	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	1998 Closed Interstate Probation Cases A-B	Sch 1461, Item 1, Jan 2009
2	1998 Closed Interstate Probation Cases C-F	" " "
3	1998 Closed Interstate Probation Cases G-P	" " "
4	1998 Closed Interstate Probation Cases Q-Z	" " "
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
18		
19		
20		
21		
22		
23		

R-163

S-23

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23.04.42	DPSCS
Reporting Agency	
Division of Parole and Probation Ellicott City Office	
Division or Unit	

Department of General Services
 Records Management Division
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

Prepare in duplicate
 Retain one (1) copy and
 forward original to
 address at left.

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W264	Closed Parole & Probation Cases	1461	1	1998	19	1/2009	RECYCLE
03W62	Closed Parole & Probation Cases	1461	1	1998	11	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez Signature	Records Center Manager Title	June 30, 2009 Date
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Public Safety & Correctional Services		ACCESSION NO. 01W264	DATE REC'D 10-11-00
B. DIVISION/UNIT Division of Parole and Probation		LOCATION RANGE SECTION(S) 8 ✓ 27	RM CODE 23.04.42
C. MAILING ADDRESS District Court Multi-Service Center 3451 Courthouse Drive Ellicott City, MD 21043			NO. OF CU. FT. 19
D. PHONE NO. (410) 461-0420		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Walter E. Fleischer, Acting Field Supervisor II		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
Box 1 Box 2 Box 3 Box 4 Box 5 Box 6 Box 7 Box 8 Box 9 Box 10 Box 11 Box 12 Box 13 Box 14 Box 15 Box 16 Box 17 Box 18 Box 19	*Closed Supervision Cases in the Ellicott City Office beginning January 1998 - December 1998 Abrams, M. - Bianco, S. Bigelow, R. - Brown, M. Brown, R. - Cokley, W. Colbert, G. - Decheubel, J. Dehn, P. - Ford, R. Forde, R. - Graham, L. Graham, R. - Harris, T. Harrison, J. - Irwin, W. Jackins, P. - Kosh, C. Kosh, K. - McColm, R. McCord, K. - Miller, K. Miller, L. - Newberger, J. Newberger, J. - Poe, R. Poe, R. - Robinson, S. Romaine, R. - Simpson, D. Sirk, J. - Swanson, C. Swarm, T. - Washington, R. Watkins, G. - Wingo, E. Winpisinger, J. - Zemanic, M.	Sche. # 1461 Item # 1 Jan. 2009

R-8
S-27

00-11-01

04-10-05

P1

P6

828

01/11/10



00-11-01

04-10-05

P1

P6

828

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 410-799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Public Safety & Correctional Services		ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">03W62</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">8-7-02</div>
B. DIVISION/UNIT . Division of Parole and Probation		RM CODE <div style="font-size: 1.5em; font-family: cursive;">23.04.42</div>	
C. MAILING ADDRESS District Court Multi-Service Center 3451 Courthouse Drive Ellicott City, MD 21043		LOCATION RANGE SECTION(S) <div style="font-size: 1.5em; font-family: cursive;">119 32</div>	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">11</div>
D. PHONE NO. (410) 461-0420		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Linda Forsyth, Regional Administrator		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	*Closed PRE-SENTENCE INVESTIGATIONS in the Ellicott City beginning <u>JANUARY 1998 - DECEMBER 1998</u>	<div style="font-size: 1.5em; font-family: cursive;"> Scke # 1461 Item #1 Jan. 2009 </div>	
BOX 1	A - BOWER		
BOX 2	BR - CURTIS		
BOX 3	D - FRAZIER		
BOX 4	FREEMAN - HORNER		
BOX 5	HORTON - KUNKEL		
BOX 6	LAMBERT - MC NEIL		
BOX 7	MEB. - OZ		
BOX 8	PA - RU		
BOX 9	SQ - SY		
BOX 10	TA - WILLIAMS, T		
BOX 11	WILLS - Z		

R. 119

S-32

256180

23.04.42.01 DPSCS
 Reporting Agency
 Division of Parole and Probation- DDMP
 Ellicott City Office
 Division or Unit

Department of General Services
 Records Management Division
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

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C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W866	Closed Drinking Driver Monitor Program Cases	1461	1	1998	13	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

_____ Charlie P Lopez _____ June 30, 2009
 Signature Records Center Manager Date
 Title

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

DATE: 11/15/00

A. AGENCY 1. Department of Public Safety & Correctional Services		ACCESSION NO. 01W866	DATE REC'D 4-27-01
B. DIVISION/UNIT Division of Parole & Probation Drinking Driver Monitor Program			RM CODE 23.04.42.01
C. MAILING ADDRESS District Court/Multi-Service Center 3451 Courthouse Drive Ellicott City, MD 21043		LOCATION RANGE SECTION(S) 7 ✓ 18	NO. OF CU. FT. 13
D. PHONE NO. (410) 461-0100		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL LAURA BEEKER-CLEGG, MONITOR SUPERVISOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	.. Cases Closed in Ellicott City DDMP between JANUARY 1998 to DECEMBER 1998	Schedule #1461 Item #1 1/09
# 1	ADAMS to ALAYA	
# 2	BARTON to BUSCHER	
# 3	BUTCHER to DAMICO	
# 4	DANIELS to EVERITT	
# 5	FALLOME to GUTHRIE	
# 6	HADLEY to IRWIN	
# 7	JACKSON to LEE	
# 8	LEMMONS to METZER	
# 9	MEYER to PAWLEY	
# 10	PEARCE to RUEHL	
# 11	RUSSELL to SPRINKEL	
# 12	STALKER to WAINWRIGHT	
# 13	WALKER to ZUSI	
	Total <u>13</u> boxes.	

R-7

S-18

10.54.44.22
10.54.44.22
10.54.44.22



23.04.43	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Glen Burnie Office			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W267	Closed Parole & Probation Cases	1461	1	1998	28	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez Signature	Records Center Manager Title	June 30, 2009 Date
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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Dept. of Public Safety & Corrections		ACCESSION NO. <i>01W 267</i>	DATE REC'D 10-12-00
B. DIVISION/UNIT Parole and Probation			RM CODE 23.04.43
C. MAILING ADDRESS 7500 Ritchie Highway, Room 109 Multi-Service Building Glen Burnie, Maryland 21061		LOCATION RANGE SECTION(S) 5 35	NO. OF CU. FT. 28
D. PHONE NO. 410-508-2200		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL John Arney, Field Supervisor II		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
01	AA - ATO	<i>Sch. # 1461</i> <i>Item # 1</i> <i>Jan. 2009</i>
02	AUS - BET	
03	BID - BRI	
04	BROA - CAND	
05	CANN - COUTURE, M.	
06	COUTURE, R. - DONA	
07	DON - ES	
08	ET - FO	
09	FR - GO	
10	GO - HAN	
11	HARDING, B. - HINES, J.	
12	HINES, K. - JACKSON, D.	
13	JACKSON, R. - KALSKI, K.	
14	KEARNEY, P. - LAMM E.	
15	LANDEROS, M. - MCCLELLAN, T.	
16	MCCUBBIN, S. - MAYMI	
17	MEDLEY, D. - NASH, J.	
18	NEE, K. - PARKER, T.	
19	PAPAGEORGIU - QUASNEY	
20	QUEEN, W. - ROBINSON, S.	
21	ROUCHER, L. - SEWELL, H.	
22	SHIFLET, R. - SMITH, N.	
23	SMITH, N. - STINCHCOMB, R.	
24	STINCHCOMB, S. - TONEY, J.	
25	TRASK, J. - WALSH, J.	
26	WALTERS, K. - WHITE, S.	
27	WHITE, T. - YARBROUGH, T.	
28	YATES, D. - ZISSOMOS, J.	

R-5
S-35

00-21-01

23.04.148

28

22

2

23.04.43.01 DPSCS

Reporting Agency

Division of Parole and Probation - DDMP
Glen Burnie Office

Division or Unit

Department of General Services
Records Management Division
7275 Waterloo Road (Rte. 175)
P.O. Box 275
Jessup, Maryland 20794-0275

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Retain one (1) copy and
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C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
03W873	Closed Drinking Driver Monitor Program Cases	1461	1	1998	8	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez
Signature

Records Center Manager
Title

June 30, 2009
Date

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DPSCS		ACCESSION NO. 03W1873	DATE REC'D 4-28-03
B. DIVISION/UNIT DDMP - Glen Burnie			RM CODE 23.04.43.01
C. MAILING ADDRESS 7500 Riphie Hwy Glen Burnie, md 21060		LOCATION RANGE SECTION(S) 117 22	NO. OF CU. FT. 8
D. PHONE NO. 410 508 2229		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Deborah McMillin / Stacey Poole		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	1998 closeouts	Sche # 1461 Item # 1
1	A - Br	Jan. 2009
2	Bu - El	
3	En - Hart	
4	Hartz - Ke	
5	KI - Mo	
6	Mor - Rh	
7	Ri - Ta	
8	Te - Z	

~~R-104~~ R-117
~~S-22~~ S-22

17-24-44-02

8-11-71

23.04.44	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Leonardtown Office			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
03W938	Closed Parole & Probation Cases	1461	1	1998	11	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

_____ Charlie P Lopez _____ June 30, 2009
 Signature Title Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Dept. of Public Safety & Correctional Serv.		ACCESSION NO. <i>03W938</i>	DATE REC'D <i>5-8-03</i>
B. DIVISION/UNIT Division of Parole and Probation		RM CODE <i>23.04.44</i>	
C. MAILING ADDRESS 23110 Leonard Hall Drive P. O. Box 653 Leonardtown, Maryland 20650		LOCATION RANGE SECTION(S) <i>64 22-23</i>	NO. OF CU. FT. <i>11</i>
D. PHONE NO. 301-475-4606		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Robert R. Richardson, Field Supervisor I		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: ABELL, James to BOWLES, Stephen	<i>Sche. # 1461</i> <i>Item # 1</i> <i>Jan. 2009</i>
2	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: BOYKINS, Edward to CURTIS, Stacy	
3	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: DALTON, Phillis to FENWICK, Glenn	
4	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: FERRALL, Thomas to HEBB, Charles	
5	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: HEMLER, Joseph to KENNEDY, Craig	
6	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: KINION, Jurt to MEADOR, Ronald	
7	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: MILBURN, Sharon to OSGOOD, Michelle	
8	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: OSWALD, William to RYCE, Stephen	
9	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: SANDERS, Theodore to SWALES, John	
10	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: SWANSON, Jeffrey to WILSON, Joseph	
11	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: WINDSOR, Michelle to YOUNG, Tony	

R-104

5-22-B

up. + 0.05

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5/11/00-00 ✓ AD

23.04.45	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Forrestville Office			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
03W1057	Closed Parole & Probation Cases	1461	1	1998	20	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

<u>Charlie P Lopez</u> Signature	<u>Records Center Manager</u> Title	<u>June 30, 2009</u> Date
-------------------------------------	--	------------------------------

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Public Safety and Correctional Services B. DIVISION/UNIT of Parole & Probation	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">03W/1057</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">6-4-03</div>						
C. MAILING ADDRESS 5408 Silver Hill Road Suite 204 Forestville, Maryland 20747	LOCATION <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">RANGE</td> <td style="width: 40%;">SECTION(S)</td> <td style="width: 30%;">NO. OF CU. FT.</td> </tr> <tr> <td style="font-size: 1.5em; font-family: cursive;">108</td> <td style="font-size: 1.5em; font-family: cursive;">20-21</td> <td style="font-size: 1.5em; font-family: cursive;">20</td> </tr> </table>	RANGE	SECTION(S)	NO. OF CU. FT.	108	20-21	20	FM CODE <div style="font-size: 1.5em; font-family: cursive;">23.04.45</div>
RANGE	SECTION(S)	NO. OF CU. FT.						
108	20-21	20						
D. PHONE NO. (301) 420-6100	RECORDS CENTER MANAGER							
E. AGENCY OFFICIAL Diane White	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER							

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1.	Closed Parole & Probation cases: 1/1/98 to 12/31/98 ADAMS, Francis DeSales thru BERKELY, Joseph	<div style="font-size: 1.5em; font-family: cursive;">Schedule No. 1461</div> <div style="font-size: 1.5em; font-family: cursive;">Item # 1</div> <div style="font-size: 1.5em; font-family: cursive;">Jan. 2009</div>
2.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 BERRY, Angelo thru BURDETTE, Raymond	
3.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 BROWN, alphonso thru CHEATHAM, Nigel C.	
4.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 CLARK, John thru CUYLVER, Tyrone	
5.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 DADE, LeRoy P. thru ECHAVES, Brien	
6.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 ECHAVES, Brien J. thru FRYE, Raymond L.	
7.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 FRYER, Tonya M. thru GREEN, Kenneth	
8.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 GREEN, James E. thru HARWOOD, Randy L.	
9.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 MARTENS, James D. thru WITNEY, Charles	
10.	Closed Parole and Probation cases: 1/1/98 to 12/31/98 JACKSON, Althalia thru JOHNSON, Kristi N.	

RECORDS TRANSMITTAL AND RECEIPT

11. Closed Parole & Probation cases: 1/1/98 to 12/31/98
JOHNSON, Larry thru LEFTRIDGE, Katrina
12. Closed Parole & Probation cases: 1/1/98 to 12/31/98
LEHNER, Charles thru MATHEWS, Aaron
13. Closed Parole & Probation cases: 1/1/98 to 12/31/98
MATHEWS, Jeffrey thru MYLES, Gregory
14. Closed Parole & Probation cases: 1/1/98 to 12/31/98
MCCANTIS, Elliott thru PELHAM, Kellie
15. Closed Parole & Probation cases: 1/1/98 to 12/31/98
PEELE, Richard thru ROACH, Joel
16. Closed Parole & Probation cases: 1/1/98 to 12/31/98
ROBINSON, Kellie thru SIMMONS, CLYDE
17. Closed Parole & Probation cases: 1/1/98 to 12/31/98
SIMMONS, Reginald thru STRICKLAND, William
18. Closed Parole & Probation cases: 1/1/98 to 12/31/98
STRINGFIELD, Shawn thru VENEY, Lamont
19. Closed Parole & Probation cases: 1/1/98 to 12/31/98
WALLACE, Henry thru WILLIAMS, John
20. Closed Parole & Probation cases: 1/1/98 to 12/31/98
WILLIAMS, Joseph thru Younger, Rodney

R-108

S-20-21

R-108-21

4 SPACES

23.04.47	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Oakland Office			
Division or Unit			

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
02W1051	Closed Parole & Probation Cases & Miscellaneous Investigations	1461	1	1998	5	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

<u>Charlie P Lopez</u> Signature	<u>Records Center Manager</u> Title	<u>June 30, 2009</u> Date
-------------------------------------	--	------------------------------

DGS 550-2 (Rev. 1/93)

E ✓

Department of General Services - State Records Management Center
P.O. Box 275, Jessup, MD 20794 (Telephone 401-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. Agency		Accession No.	Date Received
1. Dept. of Public Safety & Correctional Services		0261051	5-17-02
			RM Code 23.04.47
B. Division/Unit		Location	
Division of Parole and Probation		6 Range	Section(s) 27
			No. of Cu. Ft. 5
C. Mailing Address		Records Center Manager	
313 E. Alder Street, Room 101 Oakland, MD 21550		221A S. 3rd Street	
D. Phone No. 301-334- 1996 8113			
E. Agency Official		To Be Completed at	
Mark Moessinger		State Records Management Center	
Box No.	3. Description of Records with Inclusive Dates	4. Disposal Authority	
	1998 Closed Cases and Miscellaneous Investigations	Schedule, Item No. Disposal Date	
1	ALVAREZ, John (Interstate Home and Employment)	Sche # 1461	
1	ANDREWS, Nathan (Special Court Investigation)	Item # 1	
1	ARTICE, Clint Allen	Jan 2009	
1	ASHBY, Troy Allen		
1	AYERS, Brian Gene		
1	BAKER, Gary Lee		
1	BAKER, Jeremy Shawn		
1	BARB, Jeffrey (Interstate Home and Employment)		
1	BAUMGARDNER, Brandon Shane		
1	BECKMAN, Randy Dale		
1	BISER, Catherine Elizabeth		
1	BITTINGER, Brian Douglas (Pre-Parole)		
1	BITTINGER, Corey Dwight		
1	BLAIR, Brian K. (Pre-Parole)		
1	BLYTHE, Angela		
1	BOOKOUT, Eleanor Hodgson		
1	BOWLING, Charles Frank (H & E)		
1	CAMPBELL, Robby Edwards		
1	CAMPBELL, Robby Edwards		
1	CARLISLE, Jeremiah Dean		
1	CHAPMAN, Jannie Marie		
1	CLEMONS, William Paris		
1	CLEMONS, William Paris		

1998 Close Files & Miscellaneous Investigations

CLEVENGER, Robert Eugene (H & E)
CRAVER, Sandra Lynn (Pre-Parole)
CROSSLAND, Tara Christine
CORBY, Michael A.
CROSCO, Carless Michael
CROSCO, Jody Lynn
CUSTER, Allen Wayne
DAVIS, Gary Mack
DEEM, Brian Eugene
DEPASQUALE, Rowdy (Interstate Background)
DESHONG, Jason Dale (Special Divisional)
DETILLO, William J. (Interstate H & E)
DETILLO, William T. (Home and Employment)
DETRICK, Scott Allen
DEWITT, Chad Ryan
DEWITT, Joshua Anthony
DEWITT, Randy Lee
DIEHM, Christopher (Pre-Parole)
DIXON, Jay Shawn
DOSS, George William Jr.
DUMIRE, Randall Dean
EDDINGTON, David Jr.
HARDESTY, Ricky Brian
EGGLESTON, Daniel Edward
ELZA, Rosemary
ENSOR, Jill A
ENSOR, Wilton Leland (Special Court Investigation)
ENSOR, Wilton Leland
ESENWEIN, Stancie
EVERSON, Joseph Scire
FAZENBAKER, Guy Jr. (Interstate H & E)
FAZENBAKER, Lorette
FINK, Joseph Edward (Pre-Parole)
FISHER, Beverly Ruth
FOGLEPOLE, Roger Rudolph
FORD, Terry Lynn
FRIEND, Alfred Darrell Jr.
FRIEND, Alice Marie

Department of General Services - State Records Management Center
P.O. Box 275, Jessup, MD 20794 (Telephone 401-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. Agency		Accession No.	Date Received
1. Dept. of Public Safety & Correctional Services			RM Code
B. Division/Unit		Location	No. of Cu. Ft.
Division of Parole and Probation		Range Section(s)	
C. Mailing Address		Records Center Manager	
313 E. Alder Street, Room 101 Oakland, MD 21550			
D. Phone No. 301-334-1996			
E. Agency Official		To Be Completed at State Records Management Center	
2. Box No	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date	
	1998 Closed Cases and Miscellaneous Investigations		
2	FRIEND, Carl Nathan		
2	FRIEND, Jackson Lee		
2	FRYE, Amy Lynn		
2	GARDNER, Bryan Lee		
2	GARLITZ, Dennis Joseph		
2	GETTY, Robert Edward		
2	GLAZE, Jackie		
2	GLOTFELTY, Chris Allen		
2	GLOTFELTY, Brett		
2	GLOTFELTY, Christopher		
2	GOODFELLOW, Michael Shawn		
2	GRIESER, Greg Robert		
2	GUTHRIE, Rodney		
2	GUY, Amanda Raye		
2	GUY, Diane		
2	GUY, Diane		
2	HARDESTY, Kenneth		
2	HARTMAN, Wendel		
2	HEBB, Scott (H & E)		
2	HEBB, Scott Allen (Pre-Parole)		
2	HEBB, Scott		
2	HECHMER, Tina M.		
2	HENDERSON, Jeffrey Ray (Pre-Parole)		
2	HINES, Charlotte Ann (Special Court)		

1998 Close Files & Miscellaneous Investigations

HOFFEDITZ, Michael Andrew
HOOVER, Richard Lloyd
HOWELL, Melvin Ray III
JEZEK, Bradley Wayne
JOHNS, Robert Francis
JOHNSON, Willard Allen
KISSELOVICH, Joseph Ray
KOTON, Jeffrey Allen
KOTON, Jeffrey Allen
KISNER, Amanda Jon
KELLMAN, Gerald Allan
KING, Robert (Interstate H & E)
KISNER, Michael Allen
KNOX, Samuel Wade
LANG, Teresa Marie
LANTZ, Randy Lane
LAYTON, Robert Lynn
LEWIS, Elsie Marie
LEWIS, Lester Martin
LEWIS, Robert Anthony
LEWIS, Tracey Joe
LILLER, Eric (Interstate H & E)
LIVENGOOD, Douglas Dale
LOCKE, Robert
LOUGHRIE, Julie Dawn
LOUGHRIE, Julie Dawn (Special Divisional)
MALLON, Jason Daniel
MARINO, Gwendolyn Diane
MARLIN, Chaper L.
MARTIN, Carl

Department of General Services - State Records Management Center
P.O. Box 275, Jessup, MD 20794 (Telephone 401-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. Agency		Accession No.	Date Received
1. Dept. of Public Safety & Correctional Services			RM Code
B. Division/Unit		Location	
Division of Parole and Probation		Range	Section(s)
C. Mailing Address		Records Center Manager	
313 E. Alder Street, Room 101 Oakland, MD 21550			
D. Phone No. 301-334-1996			
E. Agency Official		To Be Completed at State Records Management Center	
2. Box No.	3. Description of Records with Inclusive Dates	4. Disposal Authority	
	1998 Closed Cases and Miscellaneous Investigations	Schedule, Item No. Disposal Date	
3	MASTRO, Jai Michael		
3	METZ, Vikki Lynn (Interstate H & E)		
3	MEYER, Kurt Hermann		
3	MILLER, Jeffrey S.		
3	MOATS, Delmar Elvis (Pre-Parole)		
3	MOON, Lester Frederick		
3	MOORE, George David Jr.		
3	MOYER, Robin Leonard Jr.		
3	MCGREEVY, Stephen Joseph		
3	MCKENZIE, Norman Dale Jr. (Special Divisional)		
3	NAYLOR, Thomas (Interstate H & E)		
3	NEWMAN, Brian Oberlin		
3	NICHOLAS, James Lee		
3	NICHOLAS, Weldon K. (Pre-Parole)		
3	NORTON, Dean Francis		
3	OESTER, Shane Matthew (Special Court)		
3	OHLER, Patricia Ann		
3	OLDHAM, Christopher Jay		
3	OLINZOCK, Jarred M. (Special Court)		
3	OLSZEWSKI, Bryan Darius		
3	PARKER, Brian Matthew (Pre-Parole)		

1998 Close Files & Miscellaneous Investigations

PARKER, Brian Matthew (Special Court)
PARKER, Espy Leroy Jr.
PARKER, Susan Elizabeth
PARKER, Tina
PATTON, Scott Edward
PAUGH, Aaron Gabriel
PAUGH, Aaron Gabriel
PAUGH, Michael Lee
PHILIPS, Derrick
PIFER, Elsie C.
PIPER, Roger Dale Jr.
PLATTER, Stanley William
POINDEXTER, Timothy Ray
POINDEXTER, Timothy R.
POLCE, Samuel Fheo
REANEY, Thomas Lee (Special Court)
REGAN, James Edward Jr.
RHOTEN, Joseph Edward
RIGGLEMAN, William Gary
RILEY, Todd
RINGER, Shannon David
RILEY, Todd William
RINGER, Donald Joseph II
ROBINETTE, Frank Wilmer
RODEHEAVER, Joseph Frank (Special Divisional)
ROGERS, Marcella Sue
ROSE, Carmen Joseph
ROUNDS, Timothy Lee
ROUNDS, Timothy Lee
RUPPENTHAL, Ryan Michael

Department of General Services - State Records Management Center
P.O. Box 275, Jessup, MD 20794 (Telephone 401-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. Agency		Accession No.	Date Received
1. Dept. of Public Safety & Correctional Services			RM Code
B. Division/Unit		Location	No. of Cu. Ft.
Division of Parole and Probation		Range Section(s)	
C. Mailing Address		Records Center Manager	
313 E. Alder Street, Room 101 Oakland, MD 21550			
D. Phone No. 301-334-1996			
E. Agency Official		To Be Completed at State Records Management Center	
2. Box No.	1998 Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date	
	1998 Closed Cases and Miscellaneous Investigations		
4	SAVAGE, Eric Ray		
4	SCHMIDT, Carl Edward Jr.		
4	SCHROCK, Robert L.		
4	SCHROCK, Timothy		
4	SHAFFER, Bryan Denver		
4	SHAFFER, David Nordeck		
4	SHIFLETT, Bradford Lee		
4	SHOGREN Bjorn Paul		
4	SINES, Jerame Adam		
4	SISLER, David M.		
4	SLIGER, Michael Paul		
4	SLAGLE, Russell (H & E)		
4	SLABAUGH, Jamie Wayne		
4	SMITH, Dewane		
4	SMITH, Howard C (Pre-Parole)		
4	SMITH, Howard Shawn		
4	SMITH, Jeremy		
4	SMITH, Shawn Louis		
4	SNELL, Joseph Freeman		
4	SNYDER, Owen Hayes		
4	SPIKER, Earl Lewis		
4	STALLMAN, Carl		

1998 Close Files & Miscellaneous Investigations

STEIN, Jason Aaron
STEINLEOCARROLL, Ormonde Tarion
STARK, Robert
STILLWAGON, Robin
STILLWAGON, Patricia
STINSON, Kenneth
SWARTZENTRUBER, Dennis Ray (Pre-Parole)
SWEITZER, Robert William (Pre-Parole)
SWAUGER, Michael Otto
TABOR, Robert Wade
TASKER, Kenneth Earl
TAYLOR, William Charles
TRENTER, Stanley Alan
TROUT, Laura (Special Divisional)
TURNEY, Jason S.
UMBEL, Amy (Special Court Investigation)
UPHOLD, Eric Scot

Department of General Services - State Records Management Center
P.O. Box 275, Jessup, MD 20794 (Telephone 401-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. Agency		Accession No.	Date Received
1. Dept. of Public Safety & Correctional Services			RM Code
B. Division/Unit		Location	
Division of Parole and Probation		Range	Section(s)
C. Mailing Address		Records Center Manager	
313 E. Alder Street, Room 101 Oakland, MD 21550			
D. Phone No. 301-334-1996			
E. Agency Official		To Be Completed at State Records Management Center	
3. Box No.	Description of Records with Inclusive Dates	4. Disposal Authority Schedule. Item No. Disposal Date	
5	1998 Closed Cases and Miscellaneous Investigations VANCE, Jeremy Scott VANDERGRIFT, James T. WARNICK, Christopher Steven WARNICK, Joann Marie WELCH, David WELCH, Russell Leroy Jr. WELCH, Timothy WELCH, Timothy Allen WILBURN, Lawrence Denver WILBURN, Michael Wayne WILEY, Kenneth George WILT, Benny Joe WILT, Kip Eugene (Pre-Parole) WOLFE, Timothy Duane YOUNG, Gary Michael YUTZY, Joseph (Special Court)		

R-6
S-27

23.04.48	DPSCS
	Reporting Agency
	Division of Parole and Probation Waldorf Office
	Division or Unit

Department of General Services
 Records Management Division
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

Prepare in duplicate
 Retain one (1) copy and
 forward original to
 address at left.

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
02W1133	Closed Parole & Probation Cases	1461	1	1998	13	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez Signature	Records Center Manager Title	June 30, 2009 Date
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STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

E
DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Public Safety & Correctional Services		ACCESSION NO. <i>02W11133</i>	DATE REC'D <i>5-29-02</i>
B. DIVISION/UNIT Division of Parole and Probation			RM CODE <i>23.04.48</i>
C. MAILING ADDRESS 2670 Crain Highway, Suite 505 Waldorf, Maryland 20601		LOCATION RANGE SECTION(S) <i>32 ✓ 26</i>	NO. OF CU. FT. <i>13</i>
D. PHONE NO. (301) 932-7574		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Narciso D. Samson</i> Narciso D. Samson, Field Supervisor I		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: ABRAHAM, Joseph to BOYER, Clark	<i>Sche # 1461</i> <i>Item # 1</i> <i>Jan 2009</i>
2	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: BRACY, David to CLEMENTS, Brent	
3	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: COATES, Frederick to DOVE, Crystal	
4	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: DUCKETT, Tracy to FULTON, Ronald	
5	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: GAGNON, Gregory to HANCOCK, Bryan	
6	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: HARBIN, Michael to IZARD, Manfred	
7	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: JACKSON, Anthony to KEYS, Jeffrey	
8	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: KEYS, John to MARSHALL, Kelvin	
9	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: MARSHALL, Michael to OWENS, Ryan	
10	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: PACE, Timothy to ROWE, Timothy	
11	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: ROWLES, Deborah to SWEETNEY, Michael	

STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Public Safety & Correctional Services		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Division of Parole and Probation			RM CODE
C. MAILING ADDRESS 2670 Crain Highway, Suite 505 Waldorf, Maryland 20601		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. (301) 932-7574		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Narciso D. Samson, Field Supervisor I		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
12	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: TAYLOR, Terri to VILLANUEVA, Cesar	
13	Closed Parole and Probation cases: January 1, 1998 to December 31, 1998: WALD, Paula to ZARVAS, Dale	

R. 32

SW

23.04.48.01 DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
Division of Parole and Probation - DDMP Waldorf Office		
Division or Unit		

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
02W1241	Closed Drinking Driver Monitor Program Cases	1461	1	1998	7	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez Signature	Records Center Manager Title	June 30, 2009 Date
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 796-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. 35,03,02 <i>DPSCS</i>		ACCESSION NO. <i>02W11241</i>	DATE REC'D <i>6-26-02</i>
B. DIVISION/UNIT Division of Parole and Probation Drinking Driver Monitor Program		RM CODE <i>23.04.48.01</i>	
C. MAILING ADDRESS 2670 Crain Highway Suite 515 Waldorf, Md. 20601		LOCATION RANGE SECTION(S) <i>62 ✓ 23</i>	NO. OF CU. FT <i>7</i>
D. PHONE NO. (301)932-8118 or (301) 870-0849		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Nancy L. Quinn, Monitor Supervisor		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO. DISPOSAL DATE	
	<u>1998 CLOSED CASES - DISTRICT #4 DDMP</u>	<i>Sche # 1461 Item # 1 Jan. 2009</i>	
#1 #2 #3 #4 #5 #6 #7	Abell, C - Carroll, J. Carter, A - Ford, J Forrest, J - Hubscher, J Hudson, C - Manley, C Manuel, F - Pitcher, R Pitcher - Stepney Stepney, D - Young, W		
<i>To be picked up 6/20/02 per Theodore Robinson (SUT) All 6/7/02</i>			

R-62

S-23



23.04.49	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Prince Frederick Office			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
06W181	Closed Parole & Probation Cases	1461	1	1998	8	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

<u>Charlie P Lopez</u> Signature	<u>Records Center Manager</u> Title	<u>June 30, 2009</u> Date
-------------------------------------	--	------------------------------

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State of Maryland, Dept of Public Safety & Correctional Services		ACCESSION NO. 06W181	DATE REC'D 9-30-05
B. DIVISION/UNIT Division of Parole & Probation			RM CODE 23.04.49
C. MAILING ADDRESS Suite 1100, 200 Duke Street Prince Frederick, Maryland 20678		LOCATION RANGE SECTION(S) 22 ✓ 18	NO. OF CU. FT. 8
D. PHONE NO. 410-535-8835 443-550-6785		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Terri S. Blazer		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	1998	
1	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - ADAMS, Albert - BUCKMASTER, John H.	<i>Schedule No:</i> 1461 <i>Item No: 1</i> January 2009
2	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - BUGAJSKI, Slawek - EVANS, Toni R.	
3	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - FOOTE, Kevin C. - HAWKINS, Donnie	
4	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - HAWKINS, Marol J. - JOHNSON, Tim	
5	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - JOHNSON, Vaughn L. - MORRIS, James	
6	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - MOSCHETTO, Justin R. - RUSSEL, Christopher S.	
7	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - SAYLOR, Charles D. - Waul, Marvin	
8	Closed Parole and Probation Cases: January 1, 1998 to December 31, 1998 - WEBB, Thomas M. - WYERS, Keith	

R-22

S-18

20-00-00

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181/181

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22

23.04.51	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Landover Office			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
06W226	Closed Parole & Probation Cases	1461	1	1998	1	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

<u>Charlie P Lopez</u> Signature	<u>Records Center Manager</u> Title	<u>June 30, 2009</u> Date
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RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DPSCS		ACCESSION NO. 06W226	DATE REC'D. 10-18-05
B. DIVISION/UNIT Parole + Probation			RM CODE 23.04.51
C. MAILING ADDRESS 1895 1895 BRIGMSEAT RD LANDOVER MD 20785		LOCATION RANGE SECTION(S) 11 ✓ 14	NO. OF CU. FT. 1
D. PHONE NO. 301) 883-2800		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL MR EUFEMIO DAUZ - FBI		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	1998 BOONE, NATANIEL Wingate, Edward	Schedule No. 1461 Item #1 January 2009

R-11

S-14

DELETED
11/2/11

23.04.52	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation East Madison Street Office			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W705	Closed Parole & Probation Cases	1461	1	1998	19	1/2009	RECYCLE
02W1149	Closed Parole & Probation Cases	1461	1	1998	5	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez	Records Center Manager	June 30, 2009
Signature	Title	Date

RECORDS TRANSMITTAL AND RECEIPT

(REVISED)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY: DIVISION OF PAROLE & PROBATION	ACCESSION NO. <div style="font-size: 2em; text-align: center;">01W705</div>	DATE RECD <div style="font-size: 1.5em; text-align: center;">4-5-01</div>
DIVISION / UNIT: S.O.U./T.L.U. REGION II	RM CODE <div style="font-size: 1.5em; text-align: center;">23.04.52</div>	
MAILING ADDRESS: 3027 East Madison Street Baltimore, Maryland 21205	LOCATION RANGE SECTION(S) <div style="font-size: 2em; text-align: center;">6 ✓ 3</div>	NO. OF CU. FT. <div style="font-size: 2em; text-align: center;">19</div>
PHONE NUMBER: (410) 333-1099	RECORDS CENTER MANAGER	
AGENCY OFFICIAL: Wonda Adams, Field Supervisor I	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
FINAL	1994-1998	
1	Adams, James - Beuans, Bernard 1997	Sche # 1461 Item # 1 Jan. 2009
2	Adams, James - Fuell, Larry 1998-	
3	Anderson, Marbin - Williams, Rufus 1998-	
4	Awkward, Cedric - Young, Darryl 1998-	
5	Bennett, Robert - Worsley, William 1997	
6	Bishop, Daniel - Dargan, Vernita 1997	
7	Blankenship, Ricky - Davis, Shirley 1990-1995	
8	Buckingham, Robert Lee - Zemplak, Ira 1994	
9	Davis, Marvin - Georges, Lamont 1996	
10	Gales, Michael - Keaton, Jerry 1998-	
11	Glasgow, Karen - Hyner, Jack 1997	
12	Jackson, Albert - Little, Willie 1997	
13	Jackson, McKinley - Taylor, Norman 1998-	
14	King, Leanro - Turner, John 1998-	
15	Linton, Saward - Myers, Francis 1997	
16	Melvin, John - Orr, John 1997	
17	Parks, Jermaine - Shelton, Adrian 1997	
18	Sherrod, Cecil - Williams, Darnell 1997	
19	Williams, Desiree - Zepp, Raymond 1997	

R-6
S-3

110 BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Public Safety & Correctional Services		ACCESSION NO. 02W1149	DATE REC'D 6-3-02
B. DIVISION/UNIT Parole/Probation - Madison #6		LOCATION RANGE SECTION(S) 34 ✓ 12	RM CODE 23.04.52
C. MAILING ADDRESS 3027 E. Madison Street Baltimore, Md. 21205			NO. OF CO. F 5
D. PHONE NO. 410-333-1099		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Cynthia Johnson-Dockins, F.S.I		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<u>1998</u>	
1	Arnold, Frank - Cox, Anthony	Sch. # 1461 Item # 1 Jan. 2009
2	Dabney, Darren - Judy, Allen	
3	Laidlaw, Bruce - Powell, Phillip	
4	Rice, Virgil - Troyer, Glenn	
5	Washington, James - Woodlin, John	

R-34

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23.04.53 DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
Division of Parole and Probation Human Resources Division		
Division or Unit		

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
08W398	Recruitment File - DDMP	1461	7	2004	3	1/2009	RECYCLE
08W399	Payroll Check Register	1461	5	1998	3	1/2009	RECYCLE
08W400	Pay Exception Report	1461	5	2005	1	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez
Signature

Records Center Manager
Title

June 30, 2009
Date

GS 550-2 (Rev. 1/93)

E

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY DPP		ACCESSION NO. 08W398	DATE RECD 10/5/07
DIVISION/UNIT Human Resources Pardes Probation		LOCATION RANGE SECTION(S) 68 ✓ 8	RM CODE 23.04.53
MAILING ADDRESS 6776 Reisterstown Rd, 301 Baltimore, Maryland 21215		NO. OF CU. FT. 3	RECORDS CENTER MANAGER
PHONE NO (LAD) 585-3560		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
AGENCY OFFICIAL Dionne Dale Personnel Administrator			

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1/8	Recruitment File DDMP I 3104-5104 Date 5/12/04 Hires, Alston-Player-Henderson	H 2007 1461 Item # 7
2/3	Holland-Rhodes	2007
3/3	Richardson-Young	2007 1461 Item 7
	* MISSING Box # 2	1/2009 will destroy 1/8

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MISSING BOX
#2

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DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

CY DPF	ACCESSION NO. 08W399	DATE REC'D 10/5/07
DIVISION/UNIT Human Resources Parole & Probation	LOCATION RANGE SECTION(S) 68 ✓ 8	RM CODE 23.04.53
MAILING ADDRESS 6776 Reisterstown Rd, 301 Baltimore, Maryland 21215	RECORDS CENTER MANAGER	NO. OF CU. FT. 3
PHONE NO. (410) 585-3560	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
AGENCY OFFICIAL Dionne Dale Personnel Administrator		

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1/3	Payroll Check Register 6/7/05 7/5/05 6/21/05 8/2/05 8/16/05 8/30/05	D 2008 1461 Item 5 1/2009
2/3	Payroll Check Register 3/29/05 5/24/05 11/8/05 4/12/05 5/10/05 4/26/05 10/25/05	D 2008
3/3	Payroll Check Register 9/13/05 2/1/05 9/27/05 2/15/05 10/11/05 3/1/05 1/18/05 3/15/05	D 2008

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RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY DPP	ACCESSION NO. 08W400	DATE REC'D 10/5/07
DIVISION/UNIT Human Resources Parole & Probation	LOCATION RANGE SECTION(S) 68 8	RM CODE 23.04.53
MAILING ADDRESS 6774 Reisterstown Rd Baltimore, Maryland 21205	NO. OF CU. FT. 1	RECORDS CENTER MANAGER
PHONE NO (410) 585-3560	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
AGENCY OFFICIAL Dionne Dale Personnel Administrator		

BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1/1	Pay Exception Report 1/20/05 to 7/21/05	1461 Item 5 1/2009

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22.40.25

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23.04.55	DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Parole and Probation Case Monitoring Unit E. Preston Street, Baltimore			
Division or Unit			

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
5W834	Closed Parole & Probation Cases	1461	1	1998	5	1/2009	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P Lopez Signature	Records Center Manager Title	June 30, 2009 Date
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DEPARTMENT OF GENERAL SERVICES – STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275 JESSUP, MD 20794 (TELEPHONE – 799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS – PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY: DIVISION OF PAROLE & PROBATION		ACCESSION NO. 06W935	DATE REC'D 5-16-06
DIVISION / UNIT: Staff Development & Training Unit			RM CODE 23.04.56
MAILING ADDRESS: 6852 4th Street Sykesville, Maryland 21784		LOCATION RANGE SECTION(S) 17 9	NO. OF CU. FT. 13
PHONE NUMBER: 410-875-3436		RECORDS CENTER MANAGER	
AGENCY OFFICIAL: FIELD SUPERVISOR II Janice Brown		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES 1999	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1.	Monitor Agent ELTP Academy	1/	2009 Sche # 1461
2.	Monitor Agent ELTP Academy		2009 Item 9
3.	Agent ELTP Academy 05/06/1999 to 06/30/1999		2009
4.	Agent ELTP Academy 05/06/1999 to 06/30/1999		2009
5.	Agent ELTP Academy 05/06/1999 to 06/30/1999		2009
6.	Agent ELTP Academy 10/13/1999 to 12/09/1999 – Masters		2009
7.	Agent ELTP Academy 10/13/1999 to 12/09/1999		2009
8.	Inservice B thru R – Courses		2009
9.	Inservice E thru H – Courses		2009
10.	Inservice I thru V – Courses		2009

11.	Inservice A thru D - Courses	2009
12.	Inservice Misc.	2009
13.	Inservice Misc.	2009

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23.09.01	DPSC	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Pretrial Detention & Services.			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
04W970	Bail Outs	1622	1	2003	22	1/2009	Recycle
04W971	Report Files	1622	2	2003	13	1/2009	Recycle
06W116 4	Bailed Out	1622	1	2003	14	1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle

I hereby certify that the records listed above were disposed of as indicated.

Charlie P Lopez

Records Center Manager

Signature

Title

June 30, 2009

Date

DGS 550-2 (Rev. 1/93)

E

5/11/04

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. 35.15.00 <i>DPSCS</i>		ACCESSION NO. <i>04W1970</i>	DATE REC'D <i>5.14.04</i>
B. DIVISION/UNIT DIVISION OF PRETRIAL DETENTION & SVCS		RM CODE <i>23.09.01</i>	
C. MAILING ADDRESS 100 N. CALVERT STREET, ROOM 508 CLARENCE MITCHELL COURTHOUSE BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S) <i>1 18</i>	NO. OF CU. FT. <i>22</i>
D. PHONE NO. <i>410 986-4912, 4914 Cheryl Batts</i>		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Robert S. Weisengoff, Director</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<i>1-22</i>	<i>January 1, 2003 - December, 2003. (CMS Closed) Pretrial Release Services "Bailed out"</i>	<i>Scheduled #1622 Item #1 Dispose Date: 5 years from the date closed. Jan. 2009 Disposal CPR</i>

R-1
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E

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE -799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. 35.15.00 DPSCS		ACCESSION NO. 044/971	DATE REC'D 5.14.04
B. DIVISION/UNIT DIVISION OF PRETRIAL DETENTION & SVCS			RM CODE 23.09.01
C. MAILING ADDRESS 100 N. CALVERT STREET, ROOM 508 CLARENCE MITCHELL COURTHOUSE BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S) 17 34	NO. OF CU. FT. 13
D. PHONE NO. 410 986-5912, 5914 Chery/Batts		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Roberts.Weisengoff, Director		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1-13	January, 2003 - December, 2003 (CMS Closed) Report Files	Scheduled #1622 Item #2 Dispose Date: 5 years from the date closed. Jan. 2009 Disposal CPL	

R-17
S-34

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. 35.15.00 <i>DPS CS</i>		ACCESSION NO. <i>06W1164</i>	DATE REC'D <i>6-23-06</i>
B. DIVISION/UNIT DIVISION OF PRETRIAL DETENTION & SVCS		LOCATION RANGE SECTION(S) <i>63 20-21</i>	RM CODE <i>23.09.01</i>
C. MAILING ADDRESS 100 N. CALVERT STREET, ROOM 508 CLARENCE MITCHELL COURTHOUSE BALTIMORE, MARYLAND 21202		NO. OF CU. FT. <i>14</i>	
D. PHONE NO. <i>410-986-5912, 5914 Cheryl L. Batts</i>		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Robert S. Weisengoff, Director</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <i>1-14</i>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES <i>January, 2003 - December, 2003 (CMS closed) Pretrial Release Services "Bailed Out"</i>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE <i>Scheduled #7622 Item # 2 1 Dispose Date: 5 years from the date closed. <i>1/2009</i> <i>Disposal</i> <i>CPS</i></i>	

R-63

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10-10-25 4/11/20
11-12-25 4/11/20

23.10.01	DPSC	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Correction			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W162 3		550-1; 1406-12	1	1993	9	1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle

I hereby certify that the records listed above were disposed of as indicated.

Charlie P Lopez

Records Center Manager

Signature

Title

June 30, 2009

Date

DGS 550-2 (Rev. 1/93)

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Dept. Public Safety and Correctional Svcs		ACCESSION NO. 96W1623	DATE REC'D 6-10-96
B. DIVISION/UNIT Division of Correction			RM CODE 23.10.01
C. MAILING ADDRESS Suite 309, Plaza Office Center 6776 Reisterstown Rd. Baltimore, Md 21215-2342		LOCATION RANGE SECTION(S) 54 11-12	NO. OF CU. FT. 9
D. PHONE NO. (410) 764-4124		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Nadine L. Smith, R.N.		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	1993	
1	Abron, J. - Brown, U.	Schedule # DRG 550-1 1406-12 Item #1 Disposal Date: 2009-Jan. <i>Disposal</i> <i>CPS</i>
2	Bundrick, C. - Downey, J.	
3	Duckett, K. - Hanby, D.	
4	Harris, M. - McNeal, G.	
5	Martin, L. - Meekins, E.	
6	Muir, J. - Murphy, J.	
7	Overfelt, T. - Powell, R.	
8	Robinson, P. - Vollins, K.	
9	White, J. - Williams, G.	

R-54
S-11-12

1-E S-12

23.10.05	DPSC	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Correction-Headquarters			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
08W266	Admin. Gen. Correspondence	1406-3	1	1999-2005	4	1/2009	Recycle
08W267	Admin. Gen. Correspondence	1406-3	1	2005	5	1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
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						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle

I hereby certify that the records listed above were disposed of as indicated.

Charlie P Lopez Signature	Records Center Manager Title
------------------------------	---------------------------------

June 30, 2009
 Date
 DGS 550-2 (Rev. 1/93)

E/

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 274, JESSUP, MD, 20794 (TELEPHONE 410-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>DPSCS</i>		ACCESSION NO. <i>08W266</i>	DATE REC'D <i>9/19/07</i>
B. DIVISION/UNIT <i>DOC HQ</i>			RM CODE <i>23.10.05</i>
C. MAILING ADDRESS <i>6776 Reisterstown Rd Baltimore MD 21215</i>		LOCATION RANGE SECTION(S) <i>4 2</i>	NO. OF CU. FT. <i>4</i>
D. PHONE NO. <i>410585 3302</i>		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Geraldine Jones</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<i>1-4</i>	<i>Deputy Commissioner 1999-2005 1406-3 Administrative General Correspondence</i>		<i>1406-3 Item 1 Disposal 1/09 Disposal CPS</i>

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S 2

10/10/10
20.01.25 JJ.W.80.7
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DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 274, JESSUP, MD, 20794 (TELEPHONE 410-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DPSCS		ACCESSION NO. 08W267	DATE REC'D 9/19/07
B. DIVISION/UNIT DCC-HQ			RM CODE 23.10.05
C. MAILING ADDRESS 6776 Reisters town Rd Baltimore MD 21245		RANGE 4	LOCATION SECTION(S) 2
D. PHONE NO. 410 585-3302		NO. OF CU. FT. 5	
E. AGENCY OFFICIAL Geraldine Jones		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1- 4 5	Deputy Commissioner 2005 Administrative General Correspondence	1406-3 Item 1 Disposal 1/09 Disposal CPM	

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Handwritten text, possibly a signature or date.

23.10.06	DPSC	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Division of Correction-Headquarters			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
08W269	Admin. Gen. Correspondence	1406-3	1	2005	12	1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle

I hereby certify that the records listed above were disposed of as indicated.
Charlie P Lopez Records Center Manager
Signature Title

June 30, 2009
Date

E

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 274, JESSUP, MD, 20794 (TELEPHONE 410-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DPSCS		ACCESSION NO. 08W269	DATE REC'D 9/19/07
B. DIVISION/UNIT DOC-HQ			RM CODE 23.10.06
C. MAILING ADDRESS 6776 Reisterstown Rd Baltimore, MD 21205		RANGE 4	LOCATION SECTION(S) 2
D. PHONE NO. 410 585 3302		NO. OF CU. FT. 12	
E. AGENCY OFFICIAL Geraldine Jones		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1-12	Commissioner 2005 Administrative General Correspondence	1406-3 Item 1 Disposal 1-09 Disposal CPS	

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23.11.01	DPSC	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Criminal Injuries Compensation Board			
Division or Unit			

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W129	Claim Files	1272	1A	1970-1978	4	1/2009	Recycle
95W146	Claims	1272	1A,B	1970-1977	3	1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
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						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle
						1/2009	Recycle

I hereby certify that the records listed above were disposed of as indicated.

Charlie P Lopez

Records Center Manager

Signature

Title

June 30, 2009

Date

DGS 550-2 (Rev. 1/93)

D

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>A. AGENCY 1. Public Safety & Correctional Services</p>	<p>ACCESSION NO. 95W129</p>	<p>DATE REC'D 8-10-94</p>
<p>B. DIVISION/UNIT Criminal Injuries Compensation Board</p>	<p>RM CODE 23.11.01</p>	
<p>C. MAILING ADDRESS Suite 313 6776 Reisterstown Road Baltimore, Maryland 21215</p>	<p>LOCATION RANGE SECTION(S) 103 2-3</p>	<p>NO. OF CU. F 4</p>
<p>D. PHONE NO. (410) 764-4214</p>	<p>RECORDS CENTER MANAGER</p>	
<p>E. AGENCY OFFICIAL Esther Scaljon/Albert Jennings, Jr. Executive Director/ Claims Investigator IV</p>	<p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO. DISPOSAL DATE
# 1 of 4	Personal Injuries, Claim Files File years 1970-1972	Schedule #1272 Item #1 A Disposal 2000
2 of 4	Personal Injuries, Claim Files File years 1972-1975	see above 1/09
3 of 4	Personal Injuries, Claim Files File years 1970-1973, 1975-1978	see above
4 of 4	Personal Injuries, Claim Files File years 1972-1973	see above
		<p style="font-size: 2em; font-family: cursive;">Disposal CPS</p>

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S2-3

10/18

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Public Safety & Correctional Services		ACCESSION NO. 95W 146	DATE REC'D 8-10-94
B. DIVISION/UNIT Criminal Injuries Compensation Board			RM CODE 23.11.01
C. MAILING ADDRESS Suite 313 6776 Reisterstown Road Baltimore, Maryland 21215		LOCATION RANGE SECTION(S) 43 20	NO. OF CU. FT. 3
D. PHONE NO. (410) 764-4214		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Esther Scaljon/Albert Jennings, Jr. Executive Director/ Claims Investigator IV		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
#	1970 - 1977	
1 of 3	Death Benefits Claims 1974, 1976, 1978 - 1982	Schedule #1272 Item #1 A+B Disposal 2009 1/09
2 of 3	Personal Injury Claims 1971 - 1973, 1975 - 1977	same as above
3 of 3	Personal Injury Claims 1970, 1973 - 1977	same as above
		Disposal CPS

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