



AGENDA
Public Records Board
Operations and Training Advisory Committee
April 24, 2017
2:00-3:30 pm
Department of Administration Building
St. Croix Conference Room*
101 East Wilson Street
Madison, WI
Teleconference Meeting at 608-282-3515

1. Call to Order (Broady-Rudd)
2. Approval of March 13, 2017 minutes
3. Briefing about the 2017 State and Local Government Records Management Conference—Diane Griffin, Enterprise Records Officer, Department of Administration and Abbie Norderhaug, Assistant State Archivist, Wisconsin Historical Society: Diane and Abbie will brief the Committee on Conference plans and look for Committee feedback and suggestions.
4. Meeting Times—Chair Broady-Rudd: Sandra will discuss with the Committee whether timing Committee meetings on the same day the Public Records Board makes it difficult to prepare materials for Board consideration in a timely manner.
5. Adjourn

* The Committee members will meet via teleconference. The telephone conference line is 608-282-3515. In addition, a speaker-phone will be provided in the DOA St. Croix Conference Room and the Committee Secretary will be present.