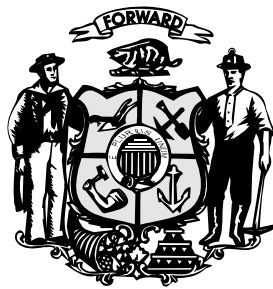


STATE OF WISCONSIN  
Public Records Board

TONY EVERS  
GOVERNOR

TOM BOWERS  
EXECUTIVE SECRETARY



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Records Management Committee  
Public Records Board - Minutes  
Tuesday, October 15, 2019; 1:00  
Legislative Audit Bureau Conference Room

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Committee Members Present: Paul Ferguson, Abbie Norderhaug, and Erin Scharlau

**1) Call to order: 1:01 PM.**

Committee Chair, Paul Ferguson, welcomed new Committee member, Erin Scharlau. Erin is the Designee of the State Auditor. Committee members and staff present introduced themselves.

**2) Approval of July 30, 2019, Minutes:**

Paul Ferguson moved, seconded by Abbie Norderhaug, that the minutes from July 30, 2019, be approved as submitted. The motion passed.

**3) Review of Records Retention Disposition Authorizations (RDAs) on the Fourth Quarter 2019 Public Records Board (PRB) Record Series Index:**

There was discussion on the RDA submissions from both state agencies and local governments. Some will be sent back to the submitting party with guidance and suggestions from committee members regarding clarifications or amendments.

The Committee recognized and commended the efforts of the Facilities General Records Schedule workgroup.

Meeting adjourned at 2:33 PM. Motion made by Abbie Norderhaug, seconded by Erin Scharlau. The motion passed.

Next meeting: To be determined.