



Records Management Committee
Public Records Board - Minutes
Tuesday, May 1, 2018; 1:00
Legislative Audit Bureau Conference Room

Committee Members Present: Paul Ferguson, Abbie Norderhaug, and Anne Sappenfield

1) Call to order: 1:00 PM.

2) Approval of February 12, 2018 Minutes:

Anne Sappenfield moved, seconded by Abbie Norderhaug, that the minutes from February 13, 2018 be approved as amended. The motion passed.

3) Review of Records Retention Disposition Authorizations (RDAs) on the Second Quarter 2018 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.

Meeting adjourned at 3:12 PM. Motion made by Anne Sappenfield, seconded by Abbie Norderhaug. The motion passed.

Next meeting: July 24, 2018