



Records Management Committee
Public Records Board - Minutes
Tuesday, May 14, 2019; 1:00
Legislative Audit Bureau Conference Room

Committee Members Present: Paul Ferguson, Abbie Norderhaug, and Melissa Schmidt

1) Call to order: 1:04 PM.

2) Approval of February 26, 2019, Minutes:

Abbie Norderhaug moved, seconded by Paul Ferguson, that the minutes from February 26, 2019, be approved as submitted. The motion passed. Melissa Schmidt abstained from the vote.

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

Meeting adjourned at 3:10 PM. Motion made by Melissa Schmidt, seconded by Abbie Norderhaug. The motion passed.

Next meeting: July 30, 2019.