



---

## AGENDA

### Public Records Board - Operations and Training Advisory Committee Tuesday, May 2, 2023 – 10:00 am

**Please be advised: This meeting will be conducted remotely via Teams.**

**To attend the meeting, click: [Join the meeting](#)**

**To attend the meeting via phone, call: (608) 571-2209 and use PIN: 512015699#**

**If you believe you are unable to attend this meeting remotely,  
please call (608) 266-2996 at least 24 hours prior to the meeting.**

---

1. Call to Order: Julie Laundrie, Committee Chair
2. Approval of February 7, 2023, Minutes
3. Records Management Section Chief Update: Bill LaMay will provide an update on the State Records Center and their records management work.
4. Records Management Resource Tool: Review and discuss draft of resource tool.
5. Adjourn