



MINUTES - APPROVED

Public Records Board - Operations and Training Advisory Committee

Tuesday, May 6, 2025 – 1:00 pm
Virtual Meeting via Teams

Committee Members Present: Andrew Baraniak, Tom Bowers, Jodi Gorski, Julie Laundrie, Jennifer Micklos and Rebecca Robbennolt

1. **Call to Order:** 1:11 PM. Julie Laundrie, Committee Chair, called the meeting to order.
2. **Approval of February 11, 2025, Minutes:** Minutes were approved as submitted. The motion was made by Julie Laundrie and seconded by Jodi Gorski. All approved.
3. **Records Management Section Chief Update:** Bill LaMay noted the Fleet GRS was approved at the March 24, 2025, Board meeting. It was the first GRS to follow the Board's updated review process. Information Technology GRS will be submitted for initial review at the June 16, 2025, Board meeting.
4. **Law Enforcement GRS:** The committee continued reviewing each proposed RDA. Kathryn will update the draft and distribute it to the committee. Prior to their next meeting committee members will continue to review the draft for duplicative RDAs in different categories, areas where RDAs could be combined and adding/updating confidential citations. In the future Julie will discuss what they think is best moving forward with the Sherriff section of the County GRS with the Board as it will be redundant of the new Law Enforcement GRS. The committee decided to schedule an ad hoc meeting prior to the standing third quarter meeting to try to get the initial review and revision of the draft completed.
5. **Adjourn:** The meeting adjourned at 2:47 PM. The motion was made by Julie Laundrie and seconded by Jen Micklos. All approved.