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## MINUTES - APPROVED

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Public Records Board - Operations and Training Advisory Committee

Tuesday, July 29, 2025 – 10:00 am  
Virtual Meeting via Teams

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

- 1. Call to Order:** 1:01 PM. Julie Laundrie, Committee Chair, called the meeting to order.
- 2. Approval of July 10, 2025, Minutes:** Minutes were approved as submitted. The motion was made by Julie Laundrie and seconded by Jennifer Micklos. All approved.
- 3. Records Management Section Chief Update:** Bill LaMay noted that the IT GRS was presented to the Board at their June 16, 2025, meeting for initial review and comment. It is going through the formal review process this quarter and will hopefully be approved at the September 8, 2025, Board meeting.
- 4. Law Enforcement GRS:** The committee reviewed the updated draft and discussed a few additional edits. Kathryn will make the edits discussed and send the updated draft to the committee. Once the draft is updated it will be sent out for stakeholder review. Stakeholder review will include Records Officers and county and municipal law enforcement records custodians. The feedback received from stakeholders will be discussed at the next committee meeting.
- 5. Adjourn:** The meeting adjourned at 2:50 PM. The motion was made by Julie Laundrie and seconded by Andrew Baraniak. All approved.