



AGENDA

Public Records Board – Policy & Governance Committee Meeting

Tuesday, August 10, 2021 – 1:00pm

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

To attend the meeting: [Click here to join the meeting](#)

To attend the meeting via phone, call: (608) 571-2209 and use PIN: 167004458#

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 (Ferguson)
2. Review and Vote to Approve March 16, 2018, Minutes (Committee) *
3. Operations and Training Advisory Committee (OTAC) Projects *: The Committee and the OTAC chair will discuss potential projects for OTAC to address and next steps.
4. Records Retention Schedule (RDA) Extension Form *: The Committee will discuss the RDA Extension policy, including the current information gathering document, the RDA Extension Policy Form, and the possible creation of, or conversion of, the document into an official form, PRB-005.
5. Adjourn *

* Items scheduled for Committee action. The Committee may also take action on other agenda items as appropriate.