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## AGENDA

### Public Records Board Monday, November 18, 2024 - 1:00 pm

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: 465067611#

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

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1. Call to Order (Ferguson)
  2. Approval of August 26, 2024, Minutes \*
  3. Committee Reports
    - a. Records Management Committee (Ferguson) \*
      - i. Review of Records Retention Disposition Authorizations (RDAs) on Fourth Quarter 2024 Public Records Board (PRB) Record Series Index (<https://publicrecordsboard.wi.gov/Pages/Meetings/PRB.aspx>).
        - 54 RDAs from 7 state agencies
        - 27 RDAs from 2 local government
        - 37 RDAs from the University of Wisconsin
        - 0 RDAs from General Records Schedules
    - b. Operations and Training Advisory Committee (OTAC) Report (Laundrie)
      - i. Updates on General Records Schedules (GRSs)
        - a) Development of the Law Enforcement GRS
        - b) Fleet and Aircraft GRS revisions
        - c) Information Technology GRS revisions
  4. Other
    - a. 2025 Schedule - The board will determine dates and times for PRB and PRB committee meetings in 2025. \*
  5. Adjourn

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