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## AGENDA

### Public Records Board Monday, November 20, 2023 - 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: 448700614#

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 28, 2023, Minutes \*
3. Committee Reports
  - a. Records Management Committee (Ferguson) \*
    - i. Review of Records Retention Disposition Authorizations (RDAs) on Fourth Quarter 2023 Public Records Board (PRB) Record Series Index (<https://publicrecordsboard.wi.gov/Pages/Meetings/PRB.aspx>).
      - 50 RDAs from 9 state agencies
      - 69 RDAs from 3 local governments
      - 0 RDAs from the University of Wisconsin
      - 45 RDAs from the General Records Schedules
    - b. Operations and Training Advisory Committee Report (Laundrie)
      - i. Update from Committee Chair on current projects and next steps: Law Enforcement GRS and updating the web records guidance document.
4. Other
  - a. 2024 Schedule - The board will determine dates and times for PRB and PRB committee meetings in 2024. \*
5. Adjourn

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