



AGENDA

Public Records Board Monday, March 24, 2025, 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.

1. Call to Order (Ferguson)
2. Approval of November 18, 2024, Minutes *
3. DOA Biennial Administrative Rules Review Report (Ferguson) *
 - a. Overview of the report required by Wis. Stat. § 227.29
 - b. Discussion of whether a PRB rule, PR 1 – Microfilm Standards, should be included in the report because it is obsolete or unnecessary or for any other reason.
4. Committee Reports
 - a. Records Management Committee (Ferguson) *
 - i. Review of Records Retention Disposition Authorizations (RDAs) on First Quarter 2025 Public Records Board (PRB) Record Series Index (<https://publicrecordsboard.wi.gov/Pages/Meetings/PRB.aspx>).
 - 23 RDAs from 9 state agencies
 - 13 RDAs from 2 local governments
 - 27 RDAs from the University of Wisconsin
 - 16 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) Information Technology GRS revisions
5. Other
 - a. Annual Elections of Public Records Board Officers *
6. Adjourn

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