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## AGENDA

### Public Records Board - Operations and Training Advisory Committee Tuesday, February 16, 2021 – 10:00 am

**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: 767006840#**

**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: Julie Laundrie, Committee Chair
2. Introduction of new members
3. Approval of October 27, 2020 Minutes
4. Records Management Section Chief Update: Bill LaMay will provide an update on the State Records Center and their records management work.
5. PRB Training Documents – PowerPoint Presentations: Committee will continue reviewing PRB Training PowerPoint Presentations.
6. Adjourn