

Lansing, Michigan

May 21, 2002

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, May 21, 2002, at 11:00 a.m.

Present: David Hildenbrand, Deputy Chief of Staff, representing Dick Posthumus, Lt. Governor, Chairperson  
Theodore Hughes, Assistant Attorney General for Law, representing Jennifer M. Granholm, Attorney General  
Mary G. MacDowell, Director of Financial Services Bureau, representing Douglas B. Roberts, State Treasurer  
A. Edwin Dore, Deputy Secretary of State, representing Candice Miller, Secretary of State  
Carol Wolenberg, Deputy Superintendent of Public Instruction representing Thomas D. Watkins, Superintendent of Public Instruction  
Arlene Oisten, Secretary

Absent: John Engler, Governor

Others Present:

Deborah Devine, Michael J. Reilly, Department of Attorney General; Cyrell Baldwin, Department of Environmental Quality; Sherry Bond, James Burris, James Konrad, Sadi Rayyan, Joette Yauk, of the Department of Management and Budget; Sharon Walenga-Maynard, Randy Knapp, Darby Schlagheck, of the Department of Transportation

1. CALL TO ORDER:

The meeting was called to order by Mr. Hildenbrand. Pastor Lawrence Hinton of the Messiah Community Missionary Baptist Church in Lansing gave the invocation. Mr. Hildenbrand then led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Hughes moved that the minutes of the State Administrative Board for the regular meeting of May 7, 2002 be approved as distributed. Mr. Dore supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD

None

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

Retention and Disposal Schedules:

Department of Attorney General, Casino Control Division, 2/28/02  
Department of Attorney General, Special Projects Division, 2/28/02  
Family Independence Agency, Quality Control and Special Projects, 4/2/02  
Department of Treasury, Michigan Education Assessment Program, 2/28/02

Mr. Hughes moved that the Retention and Disposal Schedules be approved by the State Administrative Board. The motion was supported by Mr. Dore and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Report covering the regular meeting held May 14, 2002. Ms. MacDowell moved that the regular Finance and Claims Committee Report of May 14, 2002 be approved and adopted. The motion was supported by Ms. Wolenberg and unanimously approved.

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Ms. MacDowell presented the Building Committee Reports covering the regular meeting held May 15, 2002 and the special meeting held May 21, 2002. After presentation and review of the forgoing Committee Reports, Ms. MacDowell moved that the regular Building Committee Report of May 15, 2002 be approved with the withdrawal of item number 1 at the request of the Department of Management and Budget, and that the special Building Committee Report of May 21, 2002 be approved. The motion was supported by Mr. Hughes and unanimously approved.

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Mr. Dore presented the Transportation and Natural Resources Committee Report for the regular meeting of May 15, 2002. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Dore moved that the Transportation and Natural Resources Committee Report covering the regular meeting held May 15, 2002 be approved and adopted, noting the Committee meeting withdrawal of items 20 and 21, and the additional requested withdrawal of item number 22 of the regular Transportation agenda at the request of the Department of Transportation. Supported by Ms. Wolenberg, the motion was unanimously adopted.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Mr. Dore moved the meeting be adjourned. The motion was supported by Mr. Hughes and unanimously approved. Mr. Hildenbrand adjourned the meeting.

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SECRETARY

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CHAIRPERSON