

Lansing, Michigan

September 18, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, September 18, 2001, at 11:00 a.m.

Present: Cathy Wilson, Deputy Director of State Government Affairs,  
representing John Engler, Governor, Chairperson  
David Hildenbrand, Deputy Chief of Staff, representing Dick  
Posthumus, Lt. Governor  
Theodore Hughes, Assistant Attorney General for Law, representing  
Jennifer M. Granholm, Attorney General  
Julie Croll, Chief Deputy State Treasurer, representing Douglas B.  
Roberts, State Treasurer  
A. Edwin Dore, Deputy Secretary of State, representing Candice  
Miller, Secretary of State  
Carol Wolenberg, Deputy Superintendent, representing Thomas D.  
Watkins, Superintendent of Public Instruction  
Arlene Oisten, Secretary

Absent: None

Others Present:

Sherry Bond, James Burris, of the Department of Management and  
Budget; Randy Knapp, Pam Lavender, of the Department of  
Transportation; Mary MacDowell of Treasury

1. CALL TO ORDER:

The meeting was called to order by Ms. Wilson. Reverend Clyde Darden of Union Missionary Baptist Church in Lansing gave the invocation. Ms. Wilson 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 September 4, 2001 be approved as distributed. Ms. Wolenberg 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:

Certified Retention and Disposal Schedules:

City of Novi Police Department, Police Records, 8/31/01

Retention and Disposal Schedules:

Department of Environmental Quality, Air Quality Division, 8/6/01

Department of Management and Budget, Office of Project Management,  
7/31/01

Ms. Wolenberg moved that the Certified Retention and Disposal Schedule and the Retention and Disposal Schedules be approved by the Board. Ms. Croll supported the motion and it was unanimously approved.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:  
(Please see the following pages)

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There was no Finance and Claims Committee Report.

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Ms. Croll presented the Building Committee Report covering the regular meeting held September 12, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of September 12, 2001 be approved and adopted. The motion was supported by Mr. Hildenbrand and unanimously approved.

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Mr. Dore presented the Transportation and Natural Resources Committee Reports for the regular meeting of September 12, 2001 and the special meeting of September 18, 2001. After review of the forgoing Transportation and Natural Resources Committee Reports, Mr. Dore moved that the Transportation and Natural Resources Committee Reports covering the regular meeting held September 12, 2001 and the special meeting of September 18, 2001 be approved and adopted. The motion was supported by Mr. Hildenbrand and was unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Mr. Dore moved the meeting be adjourned. The motion was supported by Ms. Croll and unanimously approved. Ms. Wilson adjourned the meeting.

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SECRETARY

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CHAIRPERSON