

Lansing, Michigan March 20, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, March 20, 2001, at 11:00 a.m.

Present: Brian DeBano, 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, Deputy State Treasurer, representing Mark A. Murray,
 State Treasurer
 A. Edwin Dore, Deputy Secretary of State, representing Candice
 Miller, Secretary of State
 Carol Wolenberg, Deputy Superintendent, representing Arthur Ellis,
 Superintendent of Public Instruction

Arlene Oisten, Secretary

Absent: None

Others Present:

Wes Van Malsen, Office of Career Development; David Ancell, Sherry Bond, James Burris, Teresa Douglass, Kathy Jones, Sadi Rayyan, of the Department of Management and Budget; Randy Knapp of the Department of Transportation; Noble Kheder, Kheder and Associates

1. CALL TO ORDER:

The meeting was called to order by Mr. DeBano. Reverend Tony Patrick of First Presbyterian Church in Lansing gave the invocation. Mr. DeBano 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 March 6, 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:

Retention and Disposal Schedules

General Schedule #5, Administrative Records, 1/4/01

General Schedule #6, Accounting and Purchasing Records, 1/4/01

Department of Environmental Quality, Geological Survey Division, 1/30/01

Department of Management and Budget, Records and Forms Management Division, 2/2/01

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held March 13, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of March 13, 2001 be approved and adopted, noting that item 22 (1) was tabled and that the approval of items 5 (2), 7 (1) and 7 (2) are contingent upon the resolution of any appeals being filed. The motion was supported by Mr. Hughes and unanimously approved.

Ms. Croll presented the Building Committee Report covering the regular meeting held March 14, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of March 14, 2001 be approved and adopted. The motion was supported by Ms. Wolenberg and unanimously approved.

Mr. Dore presented the Transportation and Natural Resources Committee Report for the regular meeting of March 14, 2001. 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 March 14, 2001 be approved and adopted. The motion was supported by Mr. Hughes and was unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

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

SECRETARY

CHAIRPERSON