

Lansing, Michigan

January 16, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, January 16, 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, Deputy State Treasurer, representing Mark A. Murray,
State Treasurer
A. Edwin Dore, Deputy Secretary of State, representing Candice
Miller, Secretary of State
Jean Shane, Executive Assistant, Office of the Superintendent,
representing Arthur Ellis, Superintendent of Public Instruction

Arlene Oisten, Secretary

Absent: None

Others Present: Matthew Keck, Attorney General's Office; Patty Cantu, Stacy Owen,
Glenna J. Zollinger-Russell, Wes Van Malsen, John L. Williams of the
Department of Career Development; Sherry Bond, Kathryn Jones, of
the Department of Management and Budget; Randy J. Knapp, Pam
Lavender, of the Department of Transportation; Lindy Benedict of
Kheder and Associates; Steve Karczewski, Tom Patrick of Bull
Information Systems

1. CALL TO ORDER:

The meeting was called to order by Ms. Wilson. Reverend William Renfrew
of St. Paul's Episcopal 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 December 19, 2000 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:

Family Independence Agency, Bureau of Administrative Hearings, 12/8/00

Family Independence Agency, Audits, Investigations and Licensing

Administration, Office of Quality Assurance, 12/8/00

Family Independence Agency, Executive Office, Deputy Director, 12/8/00

Family Independence Agency, Family Services Administration, Child and Family Services, 12/8/00

Family Independence Agency, Bureau of Financial Services, Accounting Division, 12/8/00

Family Independence Agency, Budget and Legal Services Administration, Office of Legal Affairs, 12/8/00

Family Independence Agency, Financial and Internal Control Administration, Office of Payment Systems, 12/8/00

Family Independence Agency, Field Policy and Operation Administration Bureau of Employment Development Services, 12/8/00

Family Independence Agency, Field Services Administration, Zone Offices, 12/8/00

Family Independence Agency, Management Resources and Information System Administration, Office of Human Resources, 12/8/00

Family Independence Agency, Department & Legal Services Administration,

Office of Planning, Budget, and Evaluation, 12/8/00
Family Independence Agency, Bureau of Rehabilitation & Disability
Determination, Disability Determination Services, 12/8/00
Department of Management and Budget, Office of Support Services,
Administration, 10/24/00
Department of Management and Budget, Office of Support Services,
Consolidated Print Center, 10/23/99
Department of State Police, Management Services Division, 11/15/00

Mr. Dore moved that the Retention and Disposal Schedules be approved. The motion was supported by Ms. Shane and unanimously adopted.

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 January 9, 2001.

Ms. Croll noted that the Carl D. Perkins Vocational and Technical Education Act of 1998 resolution and approval of the State Plan, in accordance with the Act, were included in the Finance and Claims Report of January 9, 2001 and would be included in the approval of the Finance and Claims Committee motion for approval of the Report.

Mr. John Williams, Director of the Office of Career and Technical Preparation for the Department of Career Development presented an overview of the Perkins Vocational and Technical Education Act and the State Plan for the implementation of the Federal requirements for the Perkins funds. There are approximately 170,000 students in the 11th and 12th grades that participate in about 2,400 separate programs through 53 Career Centers in different areas of the State.

A State Plan Referent Committee, incorporating businesses, academic educators, career and technical education administrators and other interested parties, took about a year and a half to develop this State Plan to meet the Federal requirements. The 1998 version of the Perkins program focuses on standards and student performance through academic proficiency, technical achievement, job placements and enrollment in post secondary educational programs.

In Michigan, the Perkins funds are divided between secondary programs and community college programs with 60% of the funding going to the secondary programs and 40% of the funding to community colleges. Funding will be allocated to the districts and community colleges by a federal formula based on the number of students in secondary education and post secondary

education. The grant recipients develop individual plans that will provide the federally required activities as well as services which are not required, but are permitted for use of the Federal funds.

After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of January 9, 2001 be approved and adopted. The motion was supported by Mr. Hughes and unanimously approved.

Mr. Hughes noted for clarification, that the action of the Board on the Resolution for the Carl D. Perkins Grants and the corresponding State Plan would be viewed as one of the four meetings required by the Executive Order 2000-12.

Ms. Croll presented the Building Committee Report covering the regular meeting held January 10, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of January 10, 2001 be approved and adopted. The motion was supported by Ms. Shane and unanimously approved.

Mr. Dore presented the Transportation and Natural Resources Committee Report for the regular meeting of January 10, 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 January 10, 2001 be approved and adopted. The motion was supported by Ms. Croll and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

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

SECRETARY

CHAIRPERSON