

APPROVED

August 20, 2002

Michigan State
Administrative Board

Lansing, Michigan

August 6, 2002

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, August 6, 2002, 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 Douglas B. Roberts, State Treasurer
Joseph Pavona, Director, Bureau of Administrative Services, representing Candice Miller, Secretary of State
Jean Shane, Executive Assistant to the Superintendent, representing Thomas D. Watkins, Superintendent of Public Instruction
Leon Hank, Chief Administrative Officer, representing Greg Rosine, Director of the Department of Transportation

Absent: None

Others Present:

Sherry Bond, James E. Burris, Kathy Jones, Robert Mosher, of the Department of Management and Budget; Pam Lavender of the Department of Transportation; Lauren Childs, public citizen.

1. CALL TO ORDER:

Mr. DeBano called the meeting to order. Reverend Robert Nicholson of Grace Tabernacle Baptist Church in Lansing gave the invocation. Mr. DeBano 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 July 16, 2002 be approved as distributed. Mr. Pavona 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 Schedule(s):

Department of Attorney General, Public Administration, 6/7/02
Consumer and Industry Services, Bureau of Commercial Services,
Construction Lien program, 3/1/02

Mr. Hughes moved that the State Administrative Board approve the Retention and Disposal Schedules. 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 July 30, 2002. Ms. Croll moved that the regular Finance and Claims Committee Report of July 30, 2002 be approved and adopted noting the withdrawal of Item # 5(1) and the approval of item 6 (1) subject to no appeals being filed by the end of the day on August 6, 2002. The motion was supported by Ms. Shane and unanimously approved.

Ms. Croll presented the Building Committee Report covering the regular meeting held July 31, 2002. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of July 31, 2002 be approved. The motion was supported by Mr. Hildenbrand and unanimously approved.

Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of July 31, 2002. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held July 31, 2002 be approved and adopted noting the withdrawals of items 29, 33, and 53 at the regular meeting and the additional withdrawal request of item 63 of the regular agenda at the request of the Department of Transportation. Supported by Mr. Hughes, the motion was unanimously adopted.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

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

SECRETARY

CHAIRPERSON