

APPROVED

July 5, 2005

Michigan State
Administrative Board

Lansing, Michigan

June 21, 2005

A regular meeting of the State Administrative Board was held in the 1921 Department of Conservation Conference Room, 7th Floor, Mason Building, on Tuesday, June 21, 2005, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson
Melanie Brown, Policy Advisor, representing John Cherry, Lt. Governor
Patrick F. Isom, Assistant Attorney General, representing Michael A. Cox, Attorney General
Mary G. MacDowell, Director, Financial Services Bureau, representing Jay B. Rising, State Treasurer
Joseph Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State
Jean Shane, Special Assistant, representing Jeremy Hughes, Interim Superintendent of Public Instruction
Leon Hank, Chief Administrative Officer, representing Gloria Jeff, Director, Department of Transportation
Sherry Bond, Secretary

Others Present:

Timothy Konieczny, Department of Attorney General; Kristi Broessel, Department of Community Health; Rebecca Patrick, Rhonda Zimmerman, Department of Environmental Quality; Diana Quintero, Department of Information Technology; James Burris, Elise Lancaster, Meagan Wright, Department of Management and Budget; Janet Hunter-Moore, Joe Fielek, Palmer Giron, Department of Treasury; Steve Liedel, Executive Office; Susan Wyngaarden, Varnum

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

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

Mr. Hank moved to approve the minutes of the State Administrative Board for the regular meeting of June 7, 2005. The motion was supported by Mr. Pavona and 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):

LIVINGSTON COUNTY, 911 Central Dispatch/Emergency Management,
6/21/2005

ST. CLAIR COMMUNITY COLLEGE, Business Office, 6/21/2005

DEPARTMENT OF ENVIRONMENTAL QUALITY, Office of Geological
Survey, 6/21/2005

DEPARTMENT OF SENATE FISCAL AGENCY, 6/21/2005

DEPARTMENT OF TREASURY,
MHESLA/Fiscal Affairs, 6/21/2005
Michigan Gaming Guaranty Agency, 6/21/2005
Property Tax Division, 6/21/2005

Mr. Pavona moved to approve the Retention and Disposal Schedules. The motion was supported by Ms. MacDowell 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 for the special meeting of June 21, 2005. After review of the forgoing Finance and Claims Committee Report, Ms. MacDowell moved that the Finance and Claims Committee Report covering the special meeting held June 21, 2005, be approved and adopted. Mr. Hank supported the motion and it was unanimously approved.

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Ms. MacDowell presented the Building Committee Report for the regular meeting of June 15, 2005. After review of the forgoing Building Committee Report, Ms. MacDowell moved that the Building Committee Report covering the regular meeting held June 15, 2005, be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of June 15, 2005. 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 June 15, 2005, be approved and adopted with the withdrawal of Items 34, 68, 69, and 103 of the regular agenda at the State Administrative Board meeting of June 21, 2005, by the Department of Transportation. The motion was supported by Mr. Isom and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Mr. Hank moved the meeting be adjourned. The motion was supported by Ms. MacDowell and unanimously approved. Mr. Keenan adjourned the meeting.

SECRETARY

CHAIRPERSON