

Lansing, Michigan

November 6, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, November 6, 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, 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

Absent: Arlene Oisten, Secretary

Others Present:

Deborah DeVine of the Department of Attorney General; Wes VanMalsen of the Department of Career Development; Rich Russell of the Department of Corrections; Sherry Bond, James Burris, Kathy Jones of the Department of Management and Budget; Tom Miller, Wade Dakin of the Department of State Police; Pamela Lavender, Sue Powers of the Department of Transportation; Matt Dugener, Mary Kramer of the Michigan Economic Development Corporation; Chuck Cousino, Michael Ranville, Gordon Webb of Motorola

1. CALL TO ORDER:

The meeting was called to order by Mr. DeBano. Reverent Alan Kamens of Grace Lutheran Church 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 October 16, 2001 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:

The correspondence from Alan H. Van Noord of the Department of Treasury, was presented with the detail of investment holdings report and the investment transaction report for the Veterans Benefit Trust Fund as of September 30, 2001.

Mr. DeBano accepted the correspondence.

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

The Renaissance Zone Review Board recommends approval of modifications to existing Renaissance Zones beginning January 2, 2002, located in the following:

Thumb Area Renaissance Zone – one additional subzone
Thumb Area Renaissance Zone - 7 year time extension
Northern Tier Renaissance Zone – 2 year time extension

Mr. Hughes moved that the Renaissance Zone Review Board recommendation for the modifications be approved by the Board. The motion was supported by Ms. Wolenberg and unanimously approved.

Certified Retention and Disposal Schedules:

Berrien County, County Clerk, Elections, 10/9/01

City of Portage, Finance Department, 10/9/01

City of Portage, Purchasing, 10/9/01

Retention and Disposal Schedules:

Consumer and Industry Services, Bureau of Workers, Disability Compensation,
8/30/01

Department of Treasury, Unclaimed Property Division, 7//30/01

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

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 October 30, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of October 30, 2001 be approved and adopted. The motion was supported by Mr. Hildenbrand and unanimously approved.

Ms. Croll presented the Building Committee Report covering the regular meeting held October 31, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of October 31, 2001 be approved and adopted. The motion was supported by Mr. Dore and unanimously approved.

Mr. Dore presented the Transportation and Natural Resources Committee Report for the regular meeting of October 31, 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 October 31, 2001 be approved and adopted, with the withdrawal of item 36, 37, and 43 of the regular agenda at the request of the Department. The motion was supported by Ms. Croll and was unanimously approved.

8. MOTIONS AND RESOLUTIONS:

The resolution for Catherine Ann Wilson was withdrawn until the next State Administrative Board meeting.

9. ADJOURNMENT:

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

SECRETARY

CHAIRPERSON