

Lansing, Michigan

October 16, 2001

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

Sherry Bond, James Burris, Kathy Jones, of the Department of  
Management and Budget

1. CALL TO ORDER:

The meeting was called to order by Ms. Wilson. Ms. Wilson said a short prayer and 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 special meeting of September 28, 2001 and the regular meeting of October 2, 2001 approved as distributed. Mr. Hildenbrand 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:

Certified Retention and Disposal Schedules:

City of Lansing, Lansing Police Department, 9/28/01

Ferris State University, Admission Records, 9/28/01

Retention and Disposal Schedules:

Family Independence Agency, Payment/Document Control Division, Payment Reconciliation Section, 8/28/00

Northern Michigan University, Public Safety, Parking Services, 6/16/01

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)

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Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held October 9, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of October 9, 2001 be approved and adopted. The motion was supported by Mr. Hildenbrand and unanimously approved.

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

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

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

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

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SECRETARY

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CHAIRPERSON