

APPROVED

July 2, 2002

Michigan State
Administrative Board

Lansing, Michigan

July 2, 2002

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, July 2, 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 A. Croll, 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 of Public Instruction representing Thomas D. Watkins, Superintendent of Public Instruction
Arlene Oisten, Secretary

Absent: None

Others Present:

Sherry Bond, James E. Burris, Kathy Jones, of the Department of Management and Budget; Randy Knapp, Pam Lavender, Darby Schlagheck, of the Department of Transportation; Ken Fletcher, Michigan AFL-CIO

1. CALL TO ORDER:

The meeting was called to order by Mr. DeBano. Reverend William Haggard of Mt. Hope United Methodist 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:

Ms. Wolenberg moved that the minutes of the State Administrative Board for the regular meeting of June 18, 2002 be approved as distributed. Mr. Hughes 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 Schedule(s):

Berrien County Courthouse, Prosecutor's Office, 4/30/02
Central Michigan District Health Department, Multi-County Health Department, Health Department, 4/24/02

Retention and Disposal Schedule(s):

Department of Community Health, Division of Family and Community Health Data, Evaluation, and Surveillance Unit, 3/8/02

Mr. Hughes moved that the Retention and Disposal Schedules be approved by the State Administrative Board. The motion was supported by Ms. Croll 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 June 25, 2002. Ms. Croll moved that the regular Finance and Claims Committee Report of June 25, 2002 be approved and adopted noting the withdrawal of item 1 (1) of the regular agenda. The motion was supported by Mr. Hildenbrand.

Ms. Wolenberg requested an explanation of the withdrawal of item 1 (1) of the Finance and Claims agenda. This is a grant to the AFL-CIO for training of dislocated workers. This is a delivery of services to the education community. It was noted that it was withdrawn at the request of the State Budget Office.

Mr. Hughes also requested an explanation of the withdrawal of this item.

Ms. Croll, as chairperson of the Finance and Claims Committee, stated that the Committee relies on the Department of Management and Budget recommendations to withdraw items due to budgetary or contracting concerns.

Further discussion indicated the item will be presented to the Finance and Claims Committee for review and recommendation to the Board in the near future.

There being no further discussion, the motion was voted on and unanimously approved.

Ms. Croll presented the Building Committee Report covering the regular meeting held June 26, 2002. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of June 26, 2002 be approved. 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 June 26, 2002. 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 June 26, 2002 be approved and adopted noting the withdrawals of items 26, 40, 41, 42, 43, and 44 and that all contingencies had been resolved. Supported by Ms. Croll, 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