

**Archives and Records Commission
Minutes
January 24, 2019**

Call to Order:

Nicole Willard called the meeting to order at 10:00 a.m.

Members present were:

Nicole Willard	Chair
Susan McVey	Vice Chair and Secretary
Ruthie Chicoine	Proxy for State Auditor
Riley Jensen	Proxy for Lt. Governor

Members absent were:

Connie Taylor	Proxy for State Treasurer
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Also present were:

Joe Ashbaker	Office of the Attorney General
Vicki Sullivan	Department of Libraries
Jan Davis	Department of Libraries
Wendy Noerdlinger	Department of Libraries
Fariba Williams	State Regents for Higher Education
Ami Layman	State Regents for Higher Education
Brittany Blake	State Regents for Higher Education
Sheri Mauck	State Regents for Higher Education
Angel Icenhour	State Regents for Higher Education
Ryan Freeman-Smith	Oklahoma Health Care Authority
Lisa Coy	Commissioners of the Land Office
Diane Mickelson	Physician Manpower Training Commission

Posting of Meeting Agenda

The agenda was posted on the window near the front door of the Oklahoma Department of Libraries building on January 10, 2019. The agenda was also posted on the agency's website on January 10, 2019.

Approval of Minutes of the Meeting of October 25, 2018:

Approval of the Minutes was moved by McVey and seconded by Jensen.

Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

Consideration of Requests:

Amendment to Records Disposition Schedule 94-07, Physician Manpower Training Commission

Davis introduced Diane Mickelson. The Physician Manpower Training Commission requested Records Disposition Schedule 94-07 be amended.

Approval of the Amendment to Records Disposition Schedule 94-07 was moved by McVey and seconded by Chicoine.

Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

Amendment to Records Disposition Schedule 82-27A, Department of Mental Health and Substance Abuse Services, Community Mental Health Centers

The Department of Mental Health and Substance Abuse Services, Community Mental Health Centers, requested Records Disposition Schedule 82-27A be amended.

Approval of the Amendment to Records Disposition Schedule 82-27A was moved by McVey and seconded by Chicoine.

Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

Amendment to Records Disposition Schedule 89-01, Oklahoma Employment Security Commission

The Oklahoma Employment Security Commission requested Records Disposition Schedule 89-01 be amended.

Approval of the Amendment to Records Disposition Schedule 89-01 was moved by McVey and seconded by Willard.

Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

Amendment to Records Disposition Schedule 90-03, State Regents for Higher Education

Davis introduced Fariba Williams, Ami Layman, Brittany Blake, Angel Icenhour, and Sheri Mauck. Davis stated that the agency had requested that series 7-21 in the proposed amendments be amended by removing two words in the series description. The State Regents for Higher Education requested that Records Disposition Schedule 90-03 be amended.

Approval of the Amendment to Records Disposition Schedule 90-03, as amended for Series 7-21, was moved by McVey and seconded by Chicoine.

Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

Amendment to Records Disposition Schedule 95-06, Oklahoma Health Care Authority

Davis introduced Ryan Freeman-Smith. The Oklahoma Health Care Authority requested Records Disposition Schedule 95-06 be amended.

Approval of the Amendment to Records Disposition Schedule 95-06 was moved by McVey and seconded by Chicoine.

Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

Amendment to Records Disposition Schedule 99-03, Northwest Center for Behavioral Health

The Northwest Center for Behavioral Health requested Records Disposition Schedule 99-03 be amended.

Approval of the Amendment to Records Disposition Schedule 99-03 was moved by McVey and seconded by Chicoine.

Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

Amendment to Records Disposition Schedule 2015-04, Commissioners of the Land Office

Davis introduced Lisa Coy. The Commissioners of the Land Office requested Records Disposition Schedule 2015-04 be amended.

Approval of the Amendment to Records Disposition Schedule 2015-04 was moved by McVey and seconded by Chicoine.

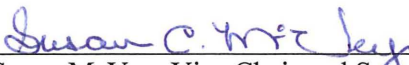
Chicoine	aye
Jensen	aye
McVey	aye
Willard	aye

New Business:

No new business was conducted at this time.

Adjournment:

The meeting was adjourned at 10:15 a.m.



 Susan McVey, Vice Chair and Secretary
 Oklahoma Department of Libraries