Call to Order:

Susan McVey called the meeting to order at 10:00 a.m.

Members present were:

Susan McVey — Vice Chair and Secretary
Ruthie Chicoine — Proxy for State Auditor and Inspector
Madison Hobson — Proxy for Lt. Governor
Diedra O’Neil — Proxy for State Treasurer

Also present were:

Jan Davis — Department of Libraries
Brian Keith — Department of Libraries
Trish Van Meter — Department of Health
Lynn Stickney — Oklahoma Statewide Virtual Charter School Board
Rebecca Wilkinson — Oklahoma Statewide Virtual Charter School Board
Lisa Cates — Oklahoma Health Care Authority
Anna Grubbs — Oklahoma Public Employees Retirement System
Pamala Anderson — Oklahoma Public Employees Retirement System
Kim Heaton — Office of the Attorney General

Posting of Meeting Agenda

The agenda was posted on the window near the front door of the Oklahoma Department of Libraries building on April 8, 2016. The agenda was also posted on the agency’s website on April 8, 2016.

Approval of Minutes of the Meeting of January 21, 2016:

Approval of the Minutes was moved by O’Neil and seconded by Chicoine.

McVey — aye
O’Neil — aye
Hobson — aye
Chicoine — aye

Consideration of Requests:

Amendment to Records Disposition Schedule 81-14, Department of Corrections

The Department of Corrections requested Records Disposition Schedule 81-14 be amended. Approval of the Amendment to Records Disposition Schedule 81-14 was moved by Hobson and seconded by O’Neil.

McVey — aye
O’Neil — aye
Hobson — aye
Chicoine — aye
Amendment to Records Disposition Schedule 84-06, Oklahoma Public Employees Retirement System (OPERS) and Uniform Retirement System for Justices and Judges

Davis introduced Anna Grubbs and Pamala Anderson. The Oklahoma Public Employees Retirement System (OPERS) and Uniform Retirement System for Justices and Judges requested Records Disposition Schedule 84-06 be amended.

Approval of the Amendment to Records Disposition Schedule 84-06 was moved by O’Neil and seconded by Chicoine.

McVey aye
O’Neil aye
Hobson aye
Chicoine aye

Amendment to Records Disposition Schedule 89-10, Oklahoma Public Employees Retirement System, Oklahoma State Employee Deferred Compensation Plan

The Oklahoma Public Employees Retirement System, Oklahoma State Employee Deferred Compensation Plan requested Records Disposition Schedule 89-10 be amended.

Approval of the Amendment to Records Disposition Schedules 89-10 was moved by Chicoine and seconded by Hobson.

McVey aye
O’Neil aye
Hobson aye
Chicoine aye

Amendment to Records Disposition Schedule 85-09, Department of Career and Technology Education

The Department of Career and Technology Education requested Records Disposition Schedule 85-09 be amended.

Approval of the Amendment to Records Disposition Schedules 85-09 was moved by O’Neil and seconded by Chicoine.

McVey aye
O’Neil aye
Hobson aye
Chicoine aye

Amendment to Records Disposition Schedule 88-01, Department of Mental Health and Substance Abuse Services, Griffin Memorial Hospital

The Department of Mental Health and Substance Abuse Services, Griffin Memorial Hospital requested Records Disposition Schedule 88-01 be amended.

The agency requested that series 2-2 be amended. Approval of the Amendment to Records Disposition Schedules 88-01, including the amendment requested by the agency at the meeting, was moved by Hobson and seconded by O’Neil.
McVey aye
O’Neil aye
Hobson aye
Chicoine aye

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

Davis introduced Lisa Cates. The Oklahoma Health Care Authority requested Records Disposition Schedule 95-06 be amended.

Approval of the Amendment to Records Disposition Schedules 95-06 was moved by Hobson and seconded by O’Neil.

McVey aye
O’Neil aye
Hobson aye
Chicoine aye

New Records Disposition Schedule 2016-01, Oklahoma Statewide Virtual Charter School Board

Davis introduced Rebecca Wilkinson and Lynn Stickney. The Oklahoma Statewide Virtual Charter School Board requested new schedule, 2016-01, be created.

Approval of the creation of the new schedule, 2016-01, was moved by Hobson and seconded by O’Neil.

McVey aye
O’Neil aye
Hobson aye
Chicoine aye

Records Disposition Authorization 2016-01, Department of Health

Davis introduced Trish Van Meter. The Department of Health requested Records Disposition Authorization 2016-01 be withdrawn from consideration.


Approval of the Amendment to Records Disposition Schedules 90-02, 92-17, 2002-01, 2002-02, 2002-06, 2003-02, 2003-04, 2003-05, 2005-04 was moved by O’Neil and seconded by Hobson.

McVey aye
O’Neil aye
Hobson aye
Chicoine aye

Amendment to Records Disposition Schedule 90-02, Department of Health, Prevention and Preparedness Services

The Department of Health requested Records Disposition Schedule 90-02 be amended.
Approval of the Amendment to Records Disposition Schedules 90-02 was moved by O’Neil and seconded by Hobson.

   McVey  aye
   O’Neil  aye
   Hobson  aye
   Chicoine aye

Amendment to Records Disposition Schedule 92-17, Department of Health, Protective Services

The Department of Health requested Records Disposition Schedule 92-17 be amended.

Approval of the Amendment to Records Disposition Schedules 92-17 was moved by O’Neil and seconded by Chicoine.

   McVey  aye
   O’Neil  aye
   Hobson  aye
   Chicoine aye

Amendment to General Records Disposition Schedule for State Universities and Colleges

The Department of Libraries requested that the General Records Disposition Schedule for State Universities and Colleges be amended.

Approval of the Amendment to the General Records Disposition Schedule for State Universities and Colleges was moved by O’Neil and seconded by Chicoine.

   McVey  aye
   O’Neil  aye
   Hobson  aye
   Chicoine aye

New Business:

No new business was conducted at this time.

Adjournment:

The meeting was adjourned at 10:33 a.m.

Susan McVey, Vice Chair and Secretary
Oklahoma Department of Libraries