Call to Order:

Nicole Willard called the meeting to order at 10:03 a.m.

Members present were:

Nicole Willard          Chair
Melody A. Kellogg      Vice Chair and Secretary
Ruthie Chicoine        Proxy for State Auditor
Riley Jensen           Proxy for Lt. Governor
Connie Taylor          Proxy for State Treasurer

Members absent were:

Also present were:

Joe Ashbaker            Office of the Attorney General
Jan Davis               Department of Libraries
Holly Hasenfratz        Department of Libraries
Alyssa Vaughn           Department of Libraries
Cathy Van Hoy           Department of Libraries
Trish Van Meter         Department of Health
Mary Gail Foster        Department of Human Services
Steve Wilson            Office of Management and Enterprise Services
Fariba Williams         State Regents for Higher Education
Lauren Hammonds Johnson Workers' Compensation Commission
Cherri Higgs            Department of Veterans Affairs

Posting of Meeting Agenda

The agenda was posted on the window near the front door of the Oklahoma Department of Libraries building on April 2, 2020. The agenda was also posted on the agency’s website on April 2, 2020.

This meeting was conducted via Zoom under the new emergency provisions of the Open Meeting Act, as amended by SB 661 on Wednesday, March 18, 2020.

Approval of Minutes of the Meeting of January 23, 2020:

Approval of the Minutes was moved by Kellogg and seconded by Taylor.

Chicoine   aye
Jensen     aye
Kellogg    aye
Taylor     aye
Willard    aye
Consideration of Requests:

**New Records Disposition Schedule 2020-02, Workers’ Compensation Commission**

Davis introduced Lauren Hammonds Johnson. The Workers’ Compensation Commission requested new Records Disposition Schedule 2020-02 be created.

Approval of the creation of the new Records Disposition Schedule 2020-02 was moved by Jensen and seconded by Chicoine.

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**Records Disposition Authorization 2020-03, Department of Veterans Affairs, Clinton Division**

Davis introduced Cherri Higgs. The Department of Veterans Affairs requested Records Disposition Authorization 2020-03 be approved.

Approval of Records Disposition Authorization 2020-03 was moved by Taylor and seconded by Chicoine.

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**Amendment to Records Disposition Schedule 83-06, Corporation Commission, Oil and Gas Conservation Division**

The Corporation Commission requested Records Disposition Schedule 83-06 be amended.

Approval of the Amendment to Records Disposition Schedule 83-06 was moved by Kellogg and seconded by Chicoine.

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**Amendment to Records Disposition Schedule 88-04, District Attorneys Council**

The District Attorneys Council requested Records Disposition Schedule 88-04 be amended.

Approval of the Amendment to Records Disposition Schedule 88-04 was moved by Kellogg and seconded by Taylor.
Amendment to Records Disposition Schedule 90-03, State Regents for Higher Education

Davis introduced Fariba Williams. The State Regents for Higher Education requested Records Disposition Schedule 90-03 be amended.

Approval of the Amendment to Records Disposition Schedule 90-03 was moved by Willard and seconded by Jensen.

Amendment to Records Disposition Schedule 91-04, Oklahoma Historical Society

The Oklahoma Historical Society requested Records Disposition Schedule 91-04 be amended.

Approval of the Amendment to Records Disposition Schedule 91-04 was moved by Jensen and seconded by Kellogg.

Amendment to Records Disposition Schedule 91-08, Office of Management and Enterprise Services

The Office of Management and Enterprise Services requested Records Disposition Schedule 91-08 be amended.

Approval of the Amendment to Records Disposition Schedule 91-08 was moved by Chicoine and seconded by Taylor.
Amendment to Records Disposition Schedule 2017-01, Department of Career and Technology Education

The Department of Career and Technology Education requested Records Disposition Schedule 2017-01 be amended.

Approval of the Amendment to Records Disposition Schedule 2017-01 was moved by Kellogg and seconded by Chicoine.

Chicoine aye
Jensen aye
Kellogg aye
Taylor aye
Willard aye

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

Davis introduced Trish Van Meter. The Department of Health requested Records Disposition Schedule 92-17 be amended.

Approval of the Amendment to Records Disposition Schedule 92-17 was moved by Taylor and seconded by Chicoine.

Chicoine aye
Jensen aye
Kellogg aye
Taylor aye
Willard aye

Amendment to Records Disposition Schedule 2005-01, Department of Human Services, Child Welfare Services

Davis introduced Mary Gail Foster. The Department of Human Services requested Records Disposition Schedule 2005-01 be amended.

Approval of the Amendment to Records Disposition Schedule 2005-01 was moved by Kellogg and seconded by Jensen.

Chicoine aye
Jensen aye
Kellogg aye
Taylor aye
Willard aye

New Records Disposition Schedule 2020-03, Department of Human Services, Office of Public Guardian

The Department of Human Services requested new Records Disposition Schedule 2020-03 be created.

Approval of the creation of the new Records Disposition Schedule 2020-03 was moved by Kellogg and seconded by Taylor.
New Business:

No new business was conducted at this time.

Adjournment:

Motion to adjourn the meeting was moved by Taylor and seconded by Chicoine.

Chicoine  aye
Jensen    aye
Kellogg   aye
Taylor    aye
Willard   aye

The meeting was adjourned at 10:24 a.m.

Melody A. Kellogg, Vice Chair and Secretary
Oklahoma Department of Libraries