Call to Order:

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

Members present were:

- Ashley Billups
- Susan Nicewander
- Vicki Sullivan
- Nicole Willard

Members absent were:

- Ruthie Chicoine

Also present were:

- Joe Ashbaker: Office of the Attorney General
- Jan Davis: Department of Libraries
- Mary Gail Foster: Department of Human Services
- Debbie Holt: Department of Human Services
- Lecrecia Schmidt: Office of Educational Quality and Accountability
- Lori Pierce: Oklahoma Tax Commission
- Fariba Williams: State Regents for Higher Education
- Carol Alexander: State Regents for Higher Education
- Jamie Girard: State Regents for Higher Education
- Sheri Mauck: State Regents for Higher Education
- Angel Icenhour: State Regents for Higher Education
- Lauren Hammonds: Attorney General
- Ryan Freeman Smith: Oklahoma Health Care Authority
- Lisa Coy: Commissioners of the Land Office

Posting of Meeting Agenda

The agenda was posted on the window near the front door of the Oklahoma Department of Libraries building on October 10, 2018. The agenda was also posted on the agency’s website on October 10, 2018.

Approval of Minutes of the Meeting of July 19, 2018:

Approval of the Minutes was moved by Sullivan and seconded by Billups.

- Billups: aye
- Nicewander: aye
- Sullivan: aye
- Willard: aye
Approval of Schedule for Meetings in 2019:

Approval of the proposed dates for Commission meetings was moved by Nicewander and seconded by Billups.

Billups aye
Nicewander aye
Sullivan aye
Willard aye

Consideration of Requests:

New Records Disposition Schedule 2018-03, Office of Educational Quality and Accountability

Davis introduced Lucrecia Schmidt. The Office of Educational Quality and Accountability requested new Records Disposition Schedule 2018-03 be created.

Approval of the creation of Records Disposition Schedule 2018-03 was moved by Nicewander and seconded by Sullivan.

Billups aye
Nicewander aye
Sullivan aye
Willard aye

Amendment to Records Disposition Schedule 82-34, Corporation Commission, Office of General Counsel

The Corporation Commission, Office of General Counsel, requested Records Disposition Schedule 82-34 be amended.

Approval of the Amendment to Records Disposition Schedule 82-34 was moved by Sullivan and seconded by Nicewander.

Billups aye
Nicewander aye
Sullivan aye
Willard aye

Amendment to Records Disposition Schedule 85-16, Office of the Attorney General

Davis introduced Lauren Hammonds. The Office of the Attorney General requested Records Disposition Schedule 85-16 be amended.

Approval of the Amendment to Records Disposition Schedule 85-16, including amendments, was moved by Sullivan and seconded by Billups.

Billups aye
Nicewander aye
Sullivan aye
Willard aye

Records Disposition Authorization 2018-03, Oklahoma Tax Commission

Davis introduced Lori Pierce. The Oklahoma Tax Commission requested Records Disposition Authorization 2018-03 be approved.

Approval of the Records Disposition Authorization 2018-03 was moved by Sullivan and seconded by Nicewander.
The J.D. McCarty Center for Children with Developmental Disabilities requested Records Disposition Schedule 82-28 be amended.

Approval of the Amendment to Records Disposition Schedule 82-28 was moved by Billups and seconded by Nicewander.

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

The Physical Manpower Training Commission requested to table the amendments to Records Disposition Schedule 94-07.

Commission members had questions regarding the series presented for amendment. Approval to table the Amendment to Records Disposition Schedule 94-07 was moved by Nicewander and seconded by Billups.

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 Billups and seconded by Nicewander.

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

Davis introduced Fariba Williams, Carol Alexander, Jamie Girard, and Angel Icenhour. 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 Nicewander and seconded by Billups.
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 Nicewander and seconded by Billups.

Billups  aye
Nicewander  aye
Sullivan  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 Nicewander and seconded by Billups.

Billups  aye
Nicewander  aye
Sullivan  aye
Willard  aye

Amendment to Records Disposition Schedule 98-02, Department of Human Services, Support Services Division

Davis introduced Mary Gail Foster and Debbie Holt. The Department of Human Services, Support Services Division requested Records Disposition Schedule 98-02 be amended.

Approval of the Amendment to Records Disposition Schedule 98-02 was moved by Billups and seconded by Nicewander.

Billups  aye
Nicewander  aye
Sullivan  aye
Willard  aye

New Business:

No new business was conducted at this time.

Adjournment:

The meeting was adjourned at 10:41 a.m.

Vicki Sullivan, Proxy for Vice Chair and Secretary Susan McVey
Oklahoma Department of Libraries