

STATE ADMINISTRATIVE BOARD MEETING
Lake Superior Room, 1st Floor
Michigan Library and Historical Center, Lansing, Michigan
702 W Kalamazoo St, Lansing, MI 48915
11:00 a.m., January 28, 2025

This agenda is for general informational purposes only. At its discretion, the State Administrative Board may revise this agenda and may take up other issues at the meeting.

1. CALL TO ORDER:

PLEDGE OF ALLEGIANCE TO THE FLAG

2. READING OF MINUTES OF PRECEDING MEETINGS AND APPROVAL THEREOF:

Regular meeting of January 7, 2025

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

4. COMMUNICATIONS:

Chief Compliance Officer's report for FY25 Q1. This report covers October 1, 2024, through December 31, 2024. Report to be submitted to the State Administrative Board at its January 28, 2024, meeting.

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

RETENTION AND DISPOSAL SCHEDULES

Attorney General

Department-wide Databases (DATA), 1/28/2025

Civil Service Commission

Classification, Selection, and Compensation (OCSC), 1/28/2025

Corrections

Emergency Management and Special Operations (ESMO), 1/28/2025

Personnel Services (HRD), 1/28/2025

Procurement, Monitoring, and Compliance Division (PMCD), 1/28/2025

Training Division (TRN), 1/28/2025

Insurance and Financial Services

Insurance Licensing, Investigations, and Audits (OILIA), 1/28/2025

Office of Appeals, Legal Research, and Market Regulation (OALRMR), 1/28/2025

Lansing Community College

Administrative Services – (Supplemental Campus Food Service), 1/28/2025

Washtenaw Community College

Admissions and Student Records, 1/28/2025

Marketing, 1/28/2025

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

Building Committee

Regular meeting of January 28, 2025

Finance and Claims Committee

Regular meeting of January 28, 2025

Transportation and Natural Resources Committee

Regular meeting of January 28, 2025

8. MOTIONS AND RESOLUTIONS

None