

Minnesota Government Records and Information Network

Minnesota Department of Health Conference Center

Snelling Office Park

St. Paul, MN

November 18, 2009 8:30 – 10:30 a.m.

Minutes

Past meeting minutes are available on the MnGRIN web site located at www.mnhs.org/preserve/records/mngrin.html.

The November 18, 2009 meeting of the Minnesota Government Records and Information Network (MnGRIN) was held at the Minnesota Department of Health Conference Center, Snelling Park, St. Paul. Chair Chris Johnson opened the meeting at 8:30 a.m.

Number of persons in attendance: 21

There were no meeting minutes for the October 2009 workshop.

Elections

The following Board Members were elected for 2010.

Chair: Cathy Beil, Human Services
Vice Chair: Sally Anderson, Dakota County
Minutes Officer: Michele Bliss, Transportation
Membership Officer: Shawn Rounds, State Archives
Member at Large: Sandy Gale, Revenue
Member at Large: Chris Johnson, PCA

Announcements

December 10, 2009, MnGRIN will have a poster board/table presence at the 2009 Minnesota Government IT Symposium. Cathy Beil and Jim Mack are making presentations. If you would like to volunteer to person the table please contact Sandy Gale at sandy.gale@state.mn.us.

Attendees

David Kenney, Office of State Auditor
Cecile Ferkul, Office of Legislative Auditor
Charles Rodgers, State Archives
Patty Nolte, Office of Attorney General
Jim Mack, Health
Sandy Gale, Revenue
Gail Ryan, Agriculture
Wendy Bartlett, MAC
Cathy Beil, Human Services
Chris Johnson, PCA
Nan Skovran, Agriculture
Sally Anderson, Dakota County
D'Ann Topoluk, Health

Felicia Barnes, Natural Resources
Sheila Gebhard, Natural Resources
Robin Persons, Natural Resources
Monica Peters, Hennepin County
Barb Blackburn, PCA
Stacie Christensen, Admin IPAD
Catherine Scott, Admin IPAD
Michele Bliss, DOT

Introductions and Discussion

There were no individual reports for this meeting.

Program

The program was a panel discussion on the roles of the individual agency representatives who comprise the State Records Disposition Panel.

See the attached informal highlights from the discussion. If you have specific questions please contact the following individuals for their respective expertise - David Kenney, Office of State Auditor at David.Kenney@state.mn.us; Cecile Ferkul, Office of Legislative Auditor at Cecile.Ferkul@state.mn.us; Charles Rodgers, Minnesota Historical Society/State Archives at charles.rodgers@mnhs.org; or, Patty Nolte, Office of Attorney General at Patricia.Nolte@state.mn.us.

The discussion pertained to retention schedules and applications for authority to dispose of records, both of which are reviewed and approved by the Panel.

Next Meeting Date – December 16, 2009, at the usual location in the Snelling Office Park. The program will be on Local Area Network (LAN) Consolidation, presented by Transportation IT staff.

This is also our traditional Holiday Potluck, so bring a treat to share if you are able. Treats not required to attend!!

Meeting adjourned at 10:45 a.m.

Respectfully submitted by Michele Bliss, Mn/DOT.