

RECORDS DESTRUCTION BOARD MEETING AGENDA

July 14, 2021 9:00 a.m.

Room 412

Capitol Building

Pierre, South Dakota

- Call meeting to order
- Roll call
- Introduction of BIT staff
- Conflict of Interest Disclosure
- Approve agenda
- Approve minutes from 12/10/2020 meeting
- Appoint vice chair
- Public Comment

Governor's Office of Economic Development

Consider the current petition to *delete* one existing record series for the Governor's Office of Economic Development having the record series number(s) of TSD-4; and *update* and consecutively re-number the Governor's Office of Economic Development's Records Retention and Destruction Schedule with fifty-one record series having the record series numbers of GOED-1 through GOED-51.

Department of Tourism

Consider the current petition to *update* and consecutively re-number the Department of Tourism's Records Retention and Destruction Schedule with twenty-five record series having the record series numbers of TOUR-1 through TOUR-25.

Department of Tribal Relations

Consider the current petition to *update* and consecutively re-number the Department of Tribal Relations' Records Retention and Destruction Schedule with fourteen record series having the record series numbers of DTR-1 through DTR-14.

Office of the State Auditor

Consider the current petition to *revise* one existing records series for the Office of State Auditor having the record series number(s) of AUD-70; and *delete* one existing record series having the record series number(s) of AUD-60.

Bureau of Administration-Property Management

Consider the current petition to *add* one record series for Property Management having the record series number(s) of PM-3.1.

Department of Corrections

Consider the current petition to *revise* one existing record series for the Department of Corrections having the record series number(s) of DOC-39.

Department of Education

Consider the current petition to *revise* twelve existing record series for the Department of Education having the record series number(s) of DOE-44, DOE-107, DOE-119, DOE-119.1, DOE-110, DOE-110.1, DOE-110.2, DOE-110.3, DOE-110.4, DOE-110.5, DOE-114, and DOE-133; and *add* one record series having the record series number(s) of DOE-111A.

Department of Health

Consider the current petition to *revise* one existing record series for the Department of Health having the record series number(s) of DOH-3.

Department of Transportation

Consider the current petition to *revise* one existing record series for the Department of Transportation having the record series number(s) of DOT-046.

South Dakota Developmental Center

Consider the current petition to *revise* two existing record series for the South Dakota Developmental Center having the record series number(s) of SDDC-143 and SDDC-59; *add* two record series having the record series number(s) SDDC-114.1 and SDDC-207; and *delete* one existing record series having the record series number(s) SDDC-206.

Department of Agriculture and Natural Resources

Consider the current petition to *delete* fifty-nine existing record series for the Department of Agriculture and Natural Resources having the record series number(s) of SDDA-1, SDDA-2, SDDA-3, SDDA-4, SDDA-7, SDDA-8, SDDA-11, SDDA-12, SDDA-15, SDDA-16, SDDA-17, SDDA-18, SDDA-19, SDDA-20, SDDA-21, SDDA-22, SDDA-24, SDDA-25, SDDA-27, SDDA-28, SDDA-33, SDDA-34, SDDA-35, DENR-21, DENR-22, DENR-23, DENR-25, DENR-26, DENR-45.1, DENR-45.2, DENR-56.1, DENR-28, DENR-62, DENR-65, DENR-59, DENR-113, DENR-118, DENR-133, DENR-134, DENR-135, DENR-143, DENR-146, DENR-147, DENR-150, DENR-40, DENR-4, DENR-18, DENR-24, DENR-29, DENR-30, DENR-31, DENR-32, DENR-70, DENR-71, DENR-88, DENR-101, DENR-103, DENR-154, and DENR-160; and *update* and consecutively re-number the Department of Agriculture and Natural Resources' Records Retention and Destruction Schedule with two hundred eight record series having the record series numbers of DANR-1 through DANR-208.