

RECORDS DESTRUCTION BOARD MEETING

December 19, 2019 9:00 a.m.

Room 412

Capitol Building

Pierre, South Dakota

AGENDA

- Call meeting to order
- Roll call
- Conflict of Interest Disclosure
- Approve agenda
- Approve minutes from 07/16/2019 meeting
- Appoint vice chair
- Public Comment

Commission on Equal Access to Our Courts

Consider the current petition to *approve* the Commission on Equal Access to Our Courts' Records Retention and Destruction schedule with seven record series having the record series numbers of EAC-1 through EAC-7.

Office of the State Treasurer

Consider the current petition *revise* three existing record series for the Office of the State Treasurer having the record series numbers of TRS-62, TRS-64, and TRS-66; *add* one record series having the record series number of TRS-66.1; and *delete* two existing record series having the record series numbers of TRS-63 and TRS-69.

Department of Legislative Audit

Consider the current petition to *revise* three existing record series for the Department of Legislative Audit having the record series numbers of LEG-02, LEG-06, and LEG-36; *delete* one existing record series having the record series number of LEG-32.

Department of Revenue

Consider the current petition to *revise* three existing record series for the Department of Revenue having the series numbers of DRR-63, DRR-68, and DRR-70.

Department of Public Safety

Consider the current petition to *revise* fifty-eight existing record series for the Department of Public Safety having the series numbers of EM-1, EM-2, EM-3, EM-4, EM-5, FM-1, FM-2, FM-3, FM-4, FM-6, FM-7, FM-8, FM-9, AR-1, AR-2, AR-3, AR-5, HP-7, HP-5, HP-6, HP-8, HP-9, HP-2, HP-9.1, HP-3, HP-12, SRC-1, SRC-2, SRC-3, SRC-4, SRC-5, SRC-5.1, SRC-5.2, SRC-6, DL-1, DL-2, DL-4, DL-5, DL-8, DL-10, DL-11, ISP-1, WM-1, WM-2, WM-3, WM-4, WM-5, VS-1, VS-2, DPS-1B, DPS-1, DPS-3, DPS-4, DPS-5, DPS-2, DPS-6, DPS-7, and DPS-7.1; *add* ten record series having the record series numbers of EM-3.1, FM-7.1, ISP-1A, DPS-1C, DPS-1.3, DPS-4.1, DPS-4.2, DPS-4.3, DPS-2.1, and DPS-6.1, and *delete* nine existing record series having the record series numbers of FM-5, FM-10, HP-1, HP-4, HP-11, DL-3, DL-6, DL-7, and DL-12.