

## **STATE RECORDS COMMISSION MEETING**

### **MINUTES**

Meeting of March 17, 2021

In light of the corona virus and the governor's proclamation waiving certain requirements of the Open Meetings Act, the March 17, 2021 meeting of the State Records Commission was held by conference call after proper notice had been posted on the website of the Illinois State Archives.

Commission members present were: Chairman David Joens, designee of Secretary of State Jesse White; Cortez Gillespie, representing Comptroller Susana A. Mendoza; Felicia Page, representing State Treasurer Michael W. Frerichs; Robert Osgood, representing Director Janel Forde of the Department of Central Management Services; Lynn Patton, representing Attorney General Kwame Raoul; and Ian Hunt, the designee of State Historian's Office and Secretary of the Commission.

State Archives staff members present were: Rochelle Joseph, Carol Moreno, Robert Boots, Corinne Mayfield, Josh Hackel, Karen Mizeur and Travis Schweitzer.

Attending from the Department of Innovation & Technology was: Josue Barba.

Agency representatives attending were Grace Capranica and Cory Pickett from the Illinois Department of Transportation.

The meeting was called to order by Mr. Joens at 9:30 a.m. Mr. Joens noted that the meeting was being held by conference call due to the current emergency and an in-person meeting was not practical or prudent. He also noted that he was physically in the John Daly Conference Room of the Margaret Cross Norton Building, where the State Records Commission meets. He asked that all members of the body identify themselves when speaking and said the meeting was being recorded, so that a verbatim record of it would exist.

Mr. Joens introduced Ms. Felicia Page, representing State Treasurer Michael W. Frerichs. She is replacing Ms. Joanna Coll on the commission, who is relocating to the Department of Insurance.

The first item on the agenda was the approval of minutes of February 16, 2021. Ms. Patton made a motion to approve the minutes as written. Mr. Gillespie seconded the motion. The motion carried unanimously on a roll call vote.

### **OLD BUSINESS**

There was no old business.

## **New Business**

The first item on the agenda was Application No. 21-02 Illinois Department of Transportation (Office of Planning and Programming). Mr. Gillespie made a motion to approve Application No. 21-02 Illinois Department of Transportation as written, seconded by Mr. Hunt. Motion carried unanimously on a roll call vote.

The next item on the agenda was Application No. 21-04 Illinois Department of Transportation (Office of Finance and Administration). Ms. Patton made a motion to approve Application No. 21-04 Illinois Department of Transportation as written, seconded by Mr. Osgood. Motion carried unanimously on a roll call vote.

The next item on the agenda was Application No. 21-05 Illinois Department of Transportation (All/Agency-Wide). Ms. Patton made a motion to approve Application No. 21-06 Illinois Department of Transportation as written seconded by Mr. Gillespie. Motion carried unanimously on a roll call vote.

There was no public comment at the meeting.

Mr. Joens thanked everyone for attending today's meeting Mr. Hunt made a motion to adjourn, seconded by Mr. Gillespie. Motion carried unanimously on a roll call vote.

The following applications were submitted to the State Records Commission members for consideration.

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| 21-02 | Illinois Department of Transportation<br>(Office of Planning and Programming)<br>Approved as Written   |
| 21-04 | Illinois Department of Transportation<br>(Office of Finance and Administration)<br>Approved as Written |
| 21-05 | Illinois Department of Transportation<br>(All/Agency-Wide)<br>Approved as Written                      |