

## **STATE RECORDS COMMISSION MEETING**

### **MINUTES**

Meeting of October 20, 2021

The October 20, 2021 meeting of the State Records Commission was held virtually via 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; Felicia Page, representing State Treasurer Michael W. Frerichs; Cortez Gillespie, representing Comptroller Susana A. Mendoza; Robert Osgood, representing Director Janel Forde of the Department of Central Management Services; Ian Hunt, the designee of State Historian's Office and Secretary of the Commission; and Lynn Patton, representing Attorney General Kwame Raoul.

Archives staff members present were: Rochelle Joseph, Carol Moreno, Corinne Mayfield, Josh Hackel, Cathy Popovitch, Karen Mizeur, Kathleen Powell and Travis Schweitzer.

Agency representation was Don Jones from Illinois Department of Public Health.

Mr. Joens called the meeting to order at 9:30 a.m.

The first item on the agenda was the approval of minutes of September 15, 2021. Mr. Hunt 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 and only item on the agenda under new business was Application No. 13-58A Illinois Department of Public Health. Ms. Patton had a question for clarification purposes. She said that the retention on item 4 refers to "withdrawal or denial of applicants". She did not see "withdrawal" in the description. She asked if in paragraph 2, line 5 the list inside the parenthetical are the occurrences that would cause a withdrawal. Mr. Jones said that they were. Ms. Patton ask if there was anything else that would cause the withdrawal that was not listed. Mr. Jones said that lack of appropriation would but that has never occurred. Ms. Patton said that the same question applied for item 5. Mr. Jones said the answer for item 5 was the same. Ms. Patton made a motion to approve Application No. 13-58A Illinois Department of Public Health as written. Mr. Gillespie seconded the motion. Motion carried unanimously on a roll call vote.

There was no public comment at the meeting. Mr. Osgood made a motion to adjourn, seconded by Ms. Page. The motion carried unanimously on a roll call vote.

The following application was submitted to the State Records Commission members for consideration.

13-58A      Illinois Department of Public Health  
                 (Office of Policy Planning and Statistics)  
                 *Approved as Written*