

# Records Management Committee Meeting

Monday, February 27, 2023

1:00 p.m. to 2:00 p.m.

Utah Division of Archives and Records Service

346 S Rio Grande St

Salt Lake City, Utah 84101

[Google Hangouts Meet](#)

## AGENDA

### Business

- Approval of January 2023 meeting minutes

### Retention Schedule Review and Approval

- Anonymized Express Lanes data (SSRS 30463)--New schedule for UDOT
  - Submitted by Renee Wilson

### Other Business

- General Retention Schedule Categorization Project: Explanation and Review
  - Presented by Heidi Steed and Matt Pierce
- Next meeting scheduled
- Committee members' attendance polled for next meeting, quorum verification