

# Records Management Committee Meeting

Monday, May 22, 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 April 2023 meeting minutes
- Status update and discussion regarding questions raised by Committee members during the March 2023 meeting and assigned to assistant attorney general for the Records Management Committee, Brian Swan, to research and provide clarification. Brian Swan has issued a Memorandum regarding the issue.

### Retention Schedule Review and Approval

- Continuance from March: Special education records (GRS-1476)--Updated
  - Submitted by Matt Pierce

### Other Business

- Next meeting scheduled
- Committee members' attendance polled for next meeting, quorum verification