Meeting called to order at 1:01 p.m. by Ms. Mendoza and introductions were made.

Minutes: Minutes from the October 20, 2022, meeting were reviewed.

Motion: Mr. Asbury made a motion to approve the October 20, 2022, meeting minutes as amended. Ms. Rurode seconded the motion. Mr. Anderson called the roll. Mr. Asbury, Ms. Burton, Ms. Rurode, Mr. Zollner, and Ms. Mendoza all voted in favor. The motion passed.

Kansas Bureau of Investigation: Mr. Anderson presented updated retention schedules for KBI and explained the updated language. The board spent some time discussing the Driver’s License Photo series, and ultimately had questions about the retention length and comments. There were no further questions.

Motion: Ms. Burton made a motion to approve the schedules, except for driver’s license photos, as submitted. Ms. Rurode seconded the motion. Mr. Anderson called the roll. Mr. Asbury, Ms. Burton, Ms. Rurode, Mr. Zollner, Ms. Mendoza, and Ms. McPherron all voted in favor. The motion passed.

Mr. Anderson presented schedules that were superseded to other agency schedules from the KBI. There were no further questions.

Motion: Ms. Asbury made a motion to approve the revised series as submitted. Ms. Burton seconded the motion. Mr. Anderson called the roll. Mr. Asbury, Ms. Burton, Ms. Rurode, Mr. Zollner, Ms. Mendoza, and Ms. McPherron all voted in favor. The motion passed.

Housekeeping: Mr. Anderson briefly went over the housekeeping changes. The board reviewed and had no further questions.
Other Business: The board had no further business.

The meeting was adjourned at 1:32 p.m.