

NOTICE OF MEETING AND AGENDA

July 24, 2019, 10:00 A.M.

Indiana Archives and Records Administration
IDOA Large Conference Room W478
Indiana Government Center South-Fourth Floor

MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

I. CALL TO ORDER

II. DATE OF NEXT MEETING (August 21, 2019- 10:00 a.m. -Room 12)

III. APPROVAL OF MINUTES (June 19, 2019)

IV. DIRECTOR'S REPORT

V. NEW BUSINESS

1. Readoption of rules under IC 4-22-2.5:
http://www.in.gov/legislative/iac/iac_title?iact=60
 - a. 60 IAC 3 Electronic Copies of Forms
 - b. 60 IAC 4 Commercial Use of Governmental Records of the Commission

VI. RECORDS RETENTION AND DISPOSITION SCHEDULE(S) (Action Needed)

1. Department of Child Services, Child Support Division
2. Department of Child Services, Child Welfare
3. Family & Social Service Administration, Disability and Rehabilitation, Child Development
4. Family & Social Service Administration, Family Resources, County Offices
5. Department of Health, Acute Care
6. Department of Health, Chronic Disease, Breast & Cervical Cancer program
7. Department of Health, Environmental Public Health
8. Department of Health, Indoor Air
9. Department of Health, Medical Radiological Svc.
10. Department of Health, Oral Health
11. Department of Health, Women, Infants & Children
12. Professional Licensing Agency
13. Office of Technology
14. County/Local Records: County Recorders

VI. OLD BUSINESS

1. Electronic Meetings Policy draft – proposed revision of OCPR Policy 14-01
2. Use of Records in the Indiana State Archives 05-02-Revision of SF 48404

VIII. MEETING ADJOURNMENT