

# NOTICE OF MEETING AND AGENDA

**September 27, 2023, 10:00 a.m. Eastern Time**

**Indiana Archives and Records Administration**

**Meeting Location:** Indiana Government Center South, Conference Center Room 12

## MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

### **I. CALL TO ORDER**

### **II. ROLL CALL**

**III. DATE OF NEXT MEETING** – October 25, 2023 at 10:00 a.m.

**IV. APPROVAL OF MINUTES** – May 31, 2023

**V. DIRECTOR'S REPORT** – Chandler Lighty, Executive Director

### **VI. OLD BUSINESS**

1. Public Access Request Portal

### **VII. RECORDS RETENTION AND DISPOSITION SCHEDULES (Action needed)**

1. State Agencies General Retention Schedule
2. Bureau of Motor Vehicles / Agencywide Schedule
3. Bureau of Motor Vehicles / Vehicles and Fulfillment

### **VIII. NEW BUSINESS**

1. Updates to OCPR Policies 20-01 and 20-02.

### **IX. MEETING ADJOURNMENT**