NOTICE OF MEETING AND AGENDA

October 20th, 2004, 1:30 P.M.

Indiana Commission on Public Records

Room E418, Indiana Government Center South

MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

I. CALL TO ORDER
II. DATE OF NEXT MEETING (November 17th, 2004)
III. APPROVAL OF MINUTES (September 15th, 2004)
IV. OLD BUSINESS
   1. PUBLICATION OF NONRULE POLICY DOCUMENTS
   2. RECORDS CENTER
V. DIRECTOR’S REPORT
VI. PUBLIC RECORDS REQUEST AND RECORDS RETENTION AND DISPOSITION (Action Needed)
   1. DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
      Office of Criminal Investigation.................................................................09/07/04
   2. DEPARTMENT OF CORRECTION
      Substance Abuse Services..............................................................................09/08/04
   3. STATE DEPARTMENT OF HEALTH
      Office of Legal Affairs....................................................................................09/24/04
   4. DEPARTMENT OF REVENUE
      Compliance Division.......................................................................................09/30/04
   5. DEPARTMENT OF REVENUE
      Controller’s Division......................................................................................09/30/04
   6. DEPARTMENT OF REVENUE
      Inheritance Tax Division..............................................................................10/01/04
VII. NEW BUSINESS
VIII. MEETING ADJOURNMENT