

**NOTICE OF MEETING AND AGENDA**

May 20, 2015, 1:30 P.M.

Indiana Commission on Public Records

Conference Room 10

Indiana Government Center South-First Floor

**MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS**

- I. CALL TO ORDER
- II. DATE OF NEXT MEETING (June 17, 2015)
- III. APPROVAL OF MINUTES (April 15, 2015)
- IV. OLD BUSINESS
  1. COUNTY/LOCAL GENERAL RETENTION SCHEDULE (GEN)  
GEN 10-43 – Routine Surveillance Recordings
- V. DIRECTOR'S REPORT
- VI. RECORDS RETENTION AND DISPOSITION SCHEDULE(S) (Action Needed)
  1. DEPARTMENT OF HOMELAND SECURITY  
Fire, Building and Equipment Safety
  2. FAMILY AND SOCIAL SERVICES ADMINISTRATION  
Division of Aging
  3. LOTTERY COMMISSION
- VII. NEW BUSINESS
  1. Updating Agency Name in Retention Schedules
  2. Fee Schedule for Merchandise Delegation
- VIII. MEETING ADJOURNMENT