

**NOTICE OF MEETING AND AGENDA**  
**January 15, 2020 10:00 A.M.**  
**Indiana Archives and Records Administration**  
**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** (February 19, 2020, 10:00am – Conf. Room 10)  
  
(All 2020 OCPR meetings will be in Conf. Room 10 pending change of date)
- III. **APPROVAL OF MINUTES** (December 11, 2019)
- IV. **DIRECTOR’S REPORT**
- V. **NEW BUSINESS**
  - 1. Election of Officers
  - 2. Records Center box pricing
- VI. **RECORDS RETENTION AND DISPOSITION SCHEDULE(S)** (Action Needed)  
  
None at this time
- VII. **OLD BUSINESS**
  - 1. Review of draft for proposed motion-OCPR Policy 20-01/Electronic Records Retention and Disposition
  
  - 2. Review of draft for proposed motion -OCPR Policy 20-02/Electronic Records Technical Standards
- VIII. **MEETING ADJOURNMENT**