

NOTICE OF MEETING AND AGENDA

April 26, 2022, 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 – May 31, 2023 at 10:00 a.m.

IV. APPROVAL OF MINUTES – February 22, 2023

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

VI. OLD BUSINESS

1. Public Access Request Portal
2. County Commission of Public Records Representative (now in receipt of appointment letter)

VII. RECORDS RETENTION AND DISPOSITION SCHEDULES (Action needed)

1. County/Local: General Retention Schedule (GEN)
2. County/Local: Educational Institutions (ED)
3. County/Local: Surveyors (SU)
4. Dept. of Child Services: Child Welfare
5. Dept. of Homeland Security: Fire and Building Safety

VIII. NEW BUSINESS

1. Dell Unity Storage

IX. MEETING ADJOURNMENT