

NOTICE OF MEETING AND AGENDA

June 19, 2024, 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 – August 28, 2024 at 10:00 a.m. (No July meeting is scheduled)

IV. APPROVAL OF MINUTES – April 24, 2024

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

VI. OLD BUSINESS

1. Retention schedule controls

VII. RECORDS RETENTION AND DISPOSITION SCHEDULES (Action needed)

1. County/Local: General (GEN)
2. County/Local: Recordors (RE)
3. County/Local: Township Trustees (TT)
4. County/Local: Zoning, Planning, Development, and Enforcement (LAND)
5. Public Access Counselor's Office

VIII. NEW BUSINESS

1. PII and PHI in abandoned requests in the Public Access Portal

IX. MEETING ADJOURNMENT