

NOTICE OF MEETING AND AGENDA

September 30, 2026, 10:00 a.m. Eastern Time

Indiana Archives and Records Administration

Meeting Location: Multipurpose Room, State Archives

MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

I. CALL TO ORDER

II. ROLL CALL

III. DATE OF NEXT MEETING – November 18, 2026

IV. APPROVAL OF MINUTES – June 24, 2026

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

VI. OLD BUSINESS

1. None

VII. NEW BUSINESS

1. Office of Technology’s Designee (No action needed)
2. Secretary of State’s Designee (No action needed)
3. Election of Officers (Action needed)
4. Deactivation of County Coroner’s Retention Schedule (CO) and creation of file plan (Discussion)

VIII. RECORDS RETENTION AND DISPOSITION SCHEDULES (Action needed)

1. County / Local: Clerks (CL)
2. County / Local: Educational Institutions (ED)
3. County / Local: Local Health Departments (HD)
4. Public Retirement System / Agencywide

IX. MEETING ADJOURNMENT