

**NOTICE OF MEETING AND AGENDA**

January 19th, 2005, 1:30 P.M.

Indiana Commission on Public Records

Room E418, Indiana Government Center South

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

- I. CALL TO ORDER
- II. DATE OF NEXT MEETING (February 16, 2005)
- III. APPROVAL OF MINUTES (November 17, 2004)
- IV. OLD BUSINESS
  - 1. PUBLICATION OF NONRULE POLICY DOCUMENTS
  - 2. RECORDS CENTER
- V. DIRECTOR'S REPORT
- VI. PUBLIC RECORDS REQUEST AND RECORDS RETENTION AND DISPOSITION (Action Needed)
  - 1. DEPARTMENT OF WORKFORCE DEVELOPMENT
    - U.I. Appeals Section.....12/15/04
  - 2. HEALTH PROFESSIONS BUREAU
    - All Divisions.....01/03/05
- VII. NEW BUSINESS
  - 1. ELECTION OF OCPR OFFICERS
- VIII. MEETING ADJOURNMENT