

**NOTICE OF MEETING AND AGENDA
MARCH 31, 2021
Indiana Archives and Records Administration
Virtual Meeting – Microsoft Teams**

MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

I. CALL TO ORDER

II. ROLL CALL

III. DATE OF NEXT MEETING – April 28, 2021 @ 10am (virtual)

IV. APPROVAL OF MINUTES – February 24, 2021

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

VI. NEW BUSINESS

1. Review of OCPR Policy 09-01

VII. RECORDS RETENTION AND DISPOSITION SCHEDULES (Action needed)

1. Department of Health/Environmental Labs
2. Department of Toxicology

VIII. OLD BUSINESS

1. Film Verification Policy

IX. MEETING ADJOURNMENT