

**NOTICE OF MEETING AND AGENDA**

September 15th, 2004, 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 (October 20, 2004)
- III. APPROVAL OF MINUTES (July 21, 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. STATE BUDGET AGENCY AND IDEM
    - State Revolving Fund.....08/11/04
  - 2. DEPARTMENT OF WORKFORCE DEVELOPMENT
    - Benefit Administration.....09/01/04
- VII. NEW BUSINESS
- VIII. MEETING ADJOURNMENT