

OVERSIGHT COMMITTEE ON PUBLIC RECORDS
Regular Meeting May 23, 2018

18-05-23-01

CALL TO ORDER AND ROLL

A regular meeting of the Oversight Committee on Public Records was held Wednesday, May 23, 2018. The meeting was called to order by Chairman Luke Britt, Public Access Counselor, at 1:30 p.m. in Conference Room 3, Indiana Government Center South-First Floor.

Members present constituting a quorum: Luke Britt, Public Access Counselor; Cynthia Carrasco, Governor's Designee; Samantha Chapman, Designee for Connie Lawson, Secretary of State; Jim Corridan, Director & State Archivist, Indiana Archives and Records Administration; Tammy Glickman, Designee for Leslie Crane, Commissioner, Department of Administration; Doug Kowalski, Designee for Paul Joyce, State Examiner, State Board of Accounts; Chandler Lighty, Director, Indiana Historical Bureau; Jacob Speer, Director, Indiana State Library.

Members absent: Graig Lubsen, Designee for Dewand Neely, Chief Information Officer, Office of Technology.

Guests: There were three (3) guests present: John Connell, INDOT, and Jodi O'Neill and Mary Abshire from INPRS.

IARA staff in attendance: Marilyn Fernandez, Deputy Director; Amy Robinson, Records Management; Beverly Stiers, County and Local Government Records Management.

18-05-23-02

NEXT MEETING

Luke Britt announced the next meeting will be held June 20, 2018 at 9:30 a.m. in Conference Room 3, Indiana Government Center South, 1st Floor.

18-05-23-03

PREVIOUS MEETING

A motion was made by Jim Corridan and seconded by Tammy Glickman to approve the minutes of the April 25, 2018 meeting. Motion carried.

18-05-23-04

OLD BUSINESS

None

18-05-23-05

DIRECTOR'S REPORT

Jim Corridan's written report was furnished with the packet.

Jim Corridan reported:

Things continue to progress at the Archives.

2 contracts have been approved that are of some significance. One is our Virtual Volunteer program through a company called From the Page, a crowdsourcing program, that will allow people from anywhere in the world with access to the internet to go online, see our digital content that hasn't been indexed yet, log in, index the items that will then get loaded up into the Cloud and be accessible to the public. That was approved yesterday, so this is cutting edge new.

The other one that's coming is our Social Media Archiving. That contract will allow the archives to store social media accounts across the government. It also has a couple of other features – a public interface, so that people can search for historic (2 years ago, not a hundred years ago) items that were put up before. There is also what they're calling a risk management component, so that if something is posted from your agency and you're the person who's responsible for that from your agency, and it suddenly goes viral, it will notify you. If someone posts let's say on Twitter derogatory swear words, something inappropriate, it will flag the customer, whoever's in charge from your agency, so they can deal with that issue. And then the final component of it is there is a way for the program to be used to do public records searches by the agencies, where they can search for a term, like "Mike Pence" or something, and every time those things come up it will pull those particular social media accounts and the content right around them so there's context. So, it's a great feature it's being run as an enterprise wide situation where the Archives is paying for it. We've currently counted 159 social media accounts, we have 150 that we can use. Some of them are sub-accounts under other agencies, so we aren't looking at taking INDOT and then each of the 7 or 9 INDOT regions. By account that's like, the Governor's Office Twitter account is an account, the Governor's Office Facebook account is a second one, Instagram is another. So that's how we count to 150. I don't think it's going to be compulsory, but at some point this will get written down probably this summer.

Jim Corridan reported he gave his notice to the Governor that effective June 1, 2018 he will be leaving. He is looking forward to unwinding and becoming a normal person again. Luke Britt stated they certainly appreciate his service.

18-05-23-06

AGENCY REQUESTS-RECORDS RETENTION AND DISPOSITION SCHEDULE(S)

The Oversight Committee on Public Records took the following action regarding retention and disposition schedules.

1. DEPARTMENT OF TRANSPORTATION

Real Estate

A motion was made by Tammy Glickman and seconded by Doug Kowalski to adopt Schedule No. 1 as submitted. Motion carried.

2. FAMILY AND SOCIAL SERVICES ADMINISTRATION

Mental Health and Addiction

A motion was made by Tammy Glickman and seconded by Jim Corridan to adopt Schedule No. 2 as submitted. Motion carried.

3. INDIANA PUBLIC RETIREMENT SYSTEM

A motion was made by Samantha Chapman and seconded by Cynthia Carrasco to adopt Schedule No. 3 as submitted. Motion carried.

18-05-23-07

NEW BUSINESS

Jim Corridan reported that effective July 1, 2018, the Historical Bureau will no longer have a representative on the OCPR Committee. This position will now be served by a County Clerk or County Recorder.

18-05-23-08

ADJOURNMENT

There being no further business before the Committee, meeting adjourned at 1:40 p.m.