

**NOTICE OF MEETING AND AGENDA**

June 14, 2006, 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 (July 19, 2006)
- III. APPROVAL OF MINUTES (May 17, 2006)
- IV. OLD BUSINESS
  - 1. PUBLICATION OF NONRULE POLICY DOCUMENTS
  - 2. E-MAIL RETENTION POLICY
- V. DIRECTOR'S REPORT
- VI. RECORDS RETENTION AND DISPOSITION SCHEDULE(S) (Action Needed)
  - 1. INDIANA COMMISSION ON PUBLIC RECORDS.....05/09/06  
Miscellaneous Non-Judicial County Clerk's General Retention Schedule (COCLK)
  - 2. INDIANA COMMISSION ON PUBLIC RECORDS.....05/09/06  
General Retention Schedule-All Agencies - GRADM-1
- VII. NEW BUSINESS
  - 1. ELECTRONIC RECORDS CONVERSION - OCPR POLICY 06-01
- VIII. MEETING ADJOURNMENT