

AGENDA

August 25, 2022, 11:00 a.m. Eastern Time

Indiana Archives and Records Administration

Monthly State Records Managers Chat

This Chat will be recorded placed online for you and other Records Managers to view. To avoid some bandwidth issues we've experienced, please remain muted until the discussion portion, and keep your camera off unless you'd like to turn it on while you're speaking.



- I. **Welcome** – Amy Robinson, State Agency Records Analyst
- II. **IARA Staff Introductions**
- III. **Monthly Bulletin review**
 1. Records Management In the News
 2. Date of Next OCPR
 3. RM Topic of the Month: How Do We Decide Who Needs a retention Schedule and When It Needs to Be Updated?
- IV. **Questions, Concerns, Discussion** – Here's where you un-mute and we hear from *you!*
- V. **Date of Next Meeting** – September 29, 2022 at 11:00 a.m.