Meeting Notice

DATE: March 14, 2018
TIME: 1:15 p.m.
LOCATION: Nevada State Library and Archives Building
Board Room
100 North Stewart Street
Carson City, Nevada 89701

Notice: The Committee to Approve Schedules for the Retention and Disposition of Official State Records may address items out of sequence. The Committee may combine two or more agenda items for consideration, and the Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Agenda

1. Call to Order, Welcome, Roll Call

2. Public Comment
Comment may be limited to 5 minutes at the discretion of the Chairman. No action may be taken upon a matter raised during public comment until the matter has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020).

3. Review, correct, if necessary, and approve the minutes from the February 14, 2018 meeting

FOR POSSIBLE ACTION

4. Business and Industry, Insurance Division
A. RDA 1994121: Companies Section: Annual Filings – Domestic Company

FOR POSSIBLE ACTION

5. General Schedule
A. RDA 2010034: Administrative: Correspondence Files Official
B. RDA 2002106: Administrative: Organizational Charts
C. RDA 2004171: Administrative: PIO Records
D. RDA 2015013: Administrative: Public Records Requests
E. RDA 2001065 Budget: Performance Indicators Files
F. RDA 2010047: Fiscal: Tax Abatement Records
G. RDA 1995122: Legal: Policies and Standards
H. RDA 2000047: Legal: Rule Making Files

FOR POSSIBLE ACTION

6. Nevada Department of Transportation
   A. TRDA 2014005: Adopt/Sponsor-a-Highway Records (Administrative)
   B. TRDA 2014048: Environmental Protection Records (Environmental)
   C. TRDA 2014052: Estimates, Projections and Model Outputs (Administrative)
   D. TRDA 2014086: Local Public Agency (LPA) Project Files (Administrative)
   E. TRDA 2014105: Reports to Other Public Bodies (Administrative)
   F. TRDA 2014117: Property Acquisition–Historical (Land Management)
   G. TRDA 2014153: Structural Design, Inspection, Maintenance and Testing Records (Administrative)
   H. TRDA 2014211: Maintenance Crew and Permit Inspection Diaries (Administrative)
   I. TRDA 2014213: Work Orders and Incident Report Forms (Administrative)
   J. TRDA 2017022: Permit Files – Permanent Installations (Land Management)
   K. TRDA 2018004: Project Programming Permanent Files (Budget)
   L. TRDA 2018005: Project Programming Work Management Files (Budget)
   M. TRDA 2014218: Public Records Request: Request Log (Administrative)
   N. TRDA 2014119: Public Records Request: File Denied (Administrative)
   O. TRDA 2014102: Performance Audit – Agency Copy (Administrative)

7. Discuss future agenda items (Discussion Only)
   State Fire Marshal
   Health and Human Services, HCFP
   Department of Corrections
   Attorney General’s Office
   Agriculture
8. **Public Comment**
Comment may be limited to 5 minutes at the discretion of the Chairman. No action may be taken upon a matter raised during public comment until the matter has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

**FOR POSSIBLE ACTION** 9. **Confirm time of next meeting**
Next meeting scheduled for April 11, 2018

**FOR POSSIBLE ACTION** 10. **Adjourn**
General Information

Members of the public who are disabled or who may require special accommodations at the meeting are requested to notify State Records in writing at 100 N. Stewart Street, Carson City, NV 89701 or by calling (775) 684-3411 or by email aaguilera@admin.nv.gov prior to the meeting date.

A complete copy of the information submitted to the Committee for this “Agenda and Meeting Notice” is available by contacting the State Records at (775) 684-3411. This agenda, the Committee Packet and all other supplemental material made available to each Committee member will also be made available to the public on the website of the Department of Administration, Nevada State Library, Archives and Public Records prior to the meeting date and may be found at: www.nsla.nv.gov (under Records Management, State Records Committee).

The material is also available by contacting Adan Aguilera at 100 North Stewart St. Carson City, NV 89701 (775) 684-3423 adan.aguilera@admin.nv.gov

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<tr>
<th>Location</th>
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<tbody>
<tr>
<td>Nevada State Library, Archives and Public Records</td>
<td>100 North Stewart Street</td>
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<tr>
<td></td>
<td>Carson City, NV 89701</td>
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<tr>
<td>The Nevada Legislature</td>
<td>401 S. Carson St.</td>
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<td></td>
<td>Carson City, NV 89701</td>
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<tr>
<td>Washoe County Library</td>
<td>301 South Center Street</td>
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<tr>
<td></td>
<td>Reno, NV 89505</td>
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<tr>
<td>The Las Vegas/Clark County Library District</td>
<td>7060 Windmill Ln</td>
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<td>Las Vegas, NV 89113</td>
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As required by NRS 232.175: https://notice.nv.gov/ Under the Department of Administration, State Records Committee.