



**STATE OF NEVADA**  
**DEPARTMENT OF ADMINISTRATION**  
**NEVADA STATE LIBRARY, ARCHIVES and PUBLIC RECORDS**  
**100 N. Stewart Street**  
**Carson City, Nevada 89701**  
**(775) 684-3411 \* Fax (775) 684-3426 \* TDD (775) 687-8338**

**The Committee to Approve Schedules for the Retention  
and Disposition of Official State Records**

**Meeting Notice**

**DATE:** Wednesday, October 14, 2015  
**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.
- FOR POSSIBLE ACTION** 3. **Review, correct, if necessary, and approve the minutes of the July 8, 2015 meeting.**
- FOR POSSIBLE ACTION** 4. **Nevada System of Higher Education**  
A. **New Agency Schedule (see Attachment A)**
- FOR POSSIBLE ACTION** 5. **Review NRS 239.073 regarding the composition, and possible modifications, of The Committee to Approve Schedules for the Retention and Disposition of Official State Records (see Attachment B)**
6. **Nevada Department of Transportation Update (Discussion Only)**
- FOR POSSIBLE ACTION** 7. **Discuss future agenda items**  
**Governor's Finance Office**  
**Office of the Controller**

**Secretary of State  
Department of Public Safety, Capitol Police**

- 8. Informational Items (Discussion Only)**
- 9. Public Comment**  
Comment may be limited to 5 minutes at the discretion of the Chairman.
- FOR POSSIBLE ACTION**      **10. Determine time of next meeting**
- FOR POSSIBLE ACTION**      **11. Adjourn**

**General Information**

Members of the public who are disabled or who may require special accommodations at the meeting are requested to notify Michelle Byrne in writing at the Records Management Program 100 N. Stewart Street, Carson City, NV 89701 or by calling (775) 684-3411 or by email [mbyrne@admin.nv.gov](mailto:mbyrne@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 Records Management Program 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 and Archive prior to the meeting date and may be found at: [www.nsla.nv.gov](http://www.nsla.nv.gov) (under Records Management, State Records Committee).

The material is also available by contacting Michelle Byrne at [mbyrne@admin.nv.gov](mailto:mbyrne@admin.nv.gov)

**This agenda has been posted at the following locations:**

The Nevada State Library and Archives  
100 North Stewart Street  
Carson City, NV 89701

The Nevada Legislature  
401 S. Carson St.  
Carson City, NV 89701

Washoe County Library  
301 South Center Street  
Reno, NV 89505

The Las Vegas/Clark County Library District  
1401 E. Flamingo Road  
Las Vegas, NV 89119

NSLA website: [www.nsla.nv.gov](http://www.nsla.nv.gov)

As required by [NRS 232.175](#):  
<https://notice.nv.gov/> Under the Department of Administration, State Records Committee.