



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, November 18, 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 October 14, 2015 meeting.**
- FOR POSSIBLE ACTION 4. **Health and Human Services, Medical Marijuana Program**
A. RDA 2015023: Establishment Registration Files
- FOR POSSIBLE ACTION 5. **Office of the Governor, Air National Guard**
A. RDA 2002021: Personnel Records and Orders
B. RDA 2002025: Administrative Orders
- FOR POSSIBLE ACTION 6. **Office of the Treasurer**
A. RDA 1994051: Warrants Paid
- FOR POSSIBLE ACTION 7. **Welfare and Supportive Services, Program and Field Operations**
A. RDA 2003176: Computer Reports for Benefit and Support Services: Temporary

- | | |
|----------------------------|--|
| FOR POSSIBLE ACTION | <p>8. Health and Human Services, Aging and Disability Services Division
 A. RDA 2006026: Early Intervention Services: Services for Children with Disabilities Files
 B. RDA 2010030: Online Affordable Housing Registry</p> |
| FOR POSSIBLE ACTION | <p>9. Health and Human Services, Bureau of Health Care Quality and Compliance
 A. RDA 2004069: Facilities Licensing Database
 B. RDA 2004066: OASIS/Aspen Databases</p> |
| FOR POSSIBLE ACTION | <p>10. Health and Human Services, Bureau of Preparedness, Assurance, Inspection and Statistics
 A. RDA 2006012: STD HIV/AIDS Electronic Data Base (HARS)</p> |
| FOR POSSIBLE ACTION | <p>11. Health and Human Services, Child Care Facilities and Services
 A. RDA 2004175: Children's Medical Records</p> |
| FOR POSSIBLE ACTION | <p>12. 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 A)</p> |
| FOR POSSIBLE ACTION | <p>13. Nevada Department of Transportation Update (Discussion Only)</p> |
| FOR POSSIBLE ACTION | <p>14. Discuss future agenda items
 Secretary of State
 Governor's Finance Office
 Controller's Office
 Treasurer's Office</p> |
| FOR POSSIBLE ACTION | <p>15. Informational Items (Discussion Only)</p> |
| FOR POSSIBLE ACTION | <p>16. Public Comment
 Comment may be limited to 5 minutes at the discretion of the Chairman.</p> |
| FOR POSSIBLE ACTION | <p>17. Confirm time of next meeting
 Next meeting scheduled for December 9, 2015 at 1:15pm</p> |
| FOR POSSIBLE ACTION | <p>18. Adjourn</p> |

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 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 (under Records Management, State Records Committee).

The material is also available by contacting Michelle Byrne at 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

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