

# **ADVISORY COMMITTEE FOR THE STATE PUBLICATIONS CLEARINGHOUSE**

## **MINUTES**

**A regular meeting of the Advisory Committee was held on October 10, 2006 in the Department of Administration Building, in Conference Room C. The meeting was called to order at 2:05 p.m. The following people were present: Deborah Mongeau, Linda Caisse, Toms Evans, Greg Facincani, Colleen McConaghy, Debbie Angelo, Julia Tryon, John Fobert, and Tom Stieve.**

## **MINUTES**

**The minutes of the July 11, 2006 meeting were accepted as submitted.**

## **UPDATE ON CLEARINGHOUSE ACTIVITIES**

- Greg ran the legal notice required for the committee to change the**

**Rules and Guidelines for the RI State Publications Clearinghouse on Sept 7, 2006 for one day. Greg received several responses to the notice. As a result, Tom will follow procedure and set up a date for a public hearing. Tom will inform committee members of the hearing date.**

- Tom mentioned that he was willing to look into a software package that would index all electronic documents filed with the clearinghouse. This would be some form of a web harvesting software.**

- Greg reported that electronic documents would be stored on the State Library's server and any user could go through the library's catalog to get access to the material.**

- Greg clarified the issue with the Entity Catalog and stated that the catalog is used by the Secretary of State's Office as an authority file for dealings with State Entities.**

- Greg and Tom reported that the new Separation of Powers legislation put some additional reporting obligations onto executive branch agencies on an annual basis. The Clearinghouse in changing its rules and guidelines would not be obligating the executive branch agencies to do more than provide copies of items published to the Clearinghouse. The Clearinghouse has no authority to request that materials be created, but instead can only ask that if such materials**

are created by the agency then a certain number of copies are deposited with the Clearinghouse.

## **OTHER BUSINESS**

The meeting dates for the year 2007 were established. The dates are as follows:

**January 8, 2007**

**April 9, 2007**

**July 10, 2007**

**October 9, 2007**

The meeting was adjourned at 3:30 p.m.

**Respectfully Submitted,**

**Colleen McConaghy**