

**641—124.5(691) Minutes.** The office of the state medical examiner shall keep minutes of all meetings showing the date, time, place, members present, and the general topics presented.

**124.5(1)** The minutes shall be provided to the members of the interagency coordinating council prior to the next scheduled meeting.

**124.5(2)** The minutes shall be available at the office of the state medical examiner for public inspection Monday through Friday from 8:30 a.m. to 4:30 p.m.