

—**.15(17A,22) Other groups of records.** This rule describes groups of records maintained by the agency other than record systems as defined in rule 175.2(17A,22). These records are routinely available to the public. However, the department’s files of these records may contain confidential information as discussed in rule 175.13(17A,22). The records listed may contain information about individuals. All records are stored on paper unless otherwise noted.

**.15(1) Rule making.** Rule-making records may contain information about individuals making written or oral comments on proposed rules. This information is collected pursuant to Iowa Code section 17A.4.

**.15(2) Council and commission records.** Agendas, minutes, and materials presented to the councils, committees and commissions listed below, by division, are available from the department, except those records concerning closed sessions which are exempt from disclosure under Iowa Code section 21.5(4) or which are otherwise confidential by law. Council and commission records contain information about people who participate in meetings. This information is collected pursuant to Iowa Code section 21.3.

- a. Division of acute disease prevention and emergency response.
  - (1) EMS advisory council established in Iowa Code section 147A.2.
  - (2) System evaluation and quality improvement committee established in Iowa Code section 147A.25.
  - (3) Trauma system advisory council established in Iowa Code section 147A.24.
  - (4) State health facilities council established in Iowa Code section 135.61.
- b. Division of administration and professional licensure: professional licensing boards established in Iowa Code chapters 147 and 272C.
- c. Division of behavioral health.
  - (1) Advisory council on brain injuries established in Iowa Code section 135.22A.
  - (2) Domestic abuse death review team established in Iowa Code section 135.109.
  - (3) State substitute medical decision-making board established in Iowa Code section 135.28.
- d. Division of environmental health: technical advisory committee for radiation machines and radioactive materials established in Iowa Code section 136C.3(2).
- e. Division of health promotion and chronic disease prevention.
  - (1) Abuse education review panel established in Iowa Code section 135.11(27).
  - (2) Advisory committee to the center for rural health and primary care established in Iowa Code section 135.107.
  - (3) Committee on maternal and child health established in Iowa Code section 235C.1.
  - (4) Council on chemically exposed infants and children established in Iowa Code section 235C.1.
  - (5) Iowa child death review team established in Iowa Code section 135.43.
- f. Division of tobacco use prevention and control.
  - (1) Commission on tobacco use prevention and control established in Iowa Code section 142A.3(2).
  - (2) Commission on tobacco use prevention and control advisory council established in Iowa Code section 142A.3(9).
  - (3) Just Eliminate Lies executive body established in Iowa Code section 142A.9(2)“c.”
- g. Director’s office.
  - (1) Interagency coordinating council established in Iowa Code section 691.6B.
  - (2) State board of health established in Iowa Code chapter 136.
  - (3) State medical examiner advisory council established in Iowa Code section 691.6C.
  - (4) Preventative health and health services block grant advisory committee.
  - (5) Other ad hoc and advisory committees as established by the director pursuant to Iowa Code section 135.11(26).

**.15(3) Publications.** News releases, annual reports, project reports, and department newsletters are available from the public information office. Department news releases, project reports, and newsletters may contain information about individuals, including department staff or members of department councils or committees.

**.15(4) Statistical reports.** Periodic reports of vital statistics records are available from the bureau of vital statistics.

**.15(5)** *Appeal decisions and advisory opinions.* All final orders, decisions and opinions are open to the public except for information that is confidential according to rule 175.13(17A,22) or 175.14(17A,22). These records may contain information about individuals.

**.15(6)** *Published materials.* The department uses many legal and technical publications in its work. The public may inspect these publications upon request. Some of these materials may be protected by copyright law.

**.15(7)** *Policy manuals.* Policy or program manuals for various programs may be obtained by contacting the program.

**.15(8)** *All other records that are not exempted from disclosure by law.* Other records used by the department include correspondence files, surveys conducted by programs, information and data files, and records used for processing purposes internally. Some of these records may contain information about individuals. Correspondence files may contain confidential information protected by statutes cited in rule 175.13(17A,22).