

641—175.15(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 agency's files of these records may contain confidential information as discussed in 175.13(17A,22). The records listed may contain information about individuals. All records are stored on paper unless otherwise noted.

175.15(1) Rule making. Rule-making records may contain information about individuals making written or oral comments or proposed rules. This information is collected pursuant to Iowa Code section 17A.4.

175.15(2) Council and commission records. Agendas, minutes, and materials presented to the councils, committees and commissions listed below 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. Advanced emergency medical care council (no longer in existence).
b. Birth defects advisory committee.
c. Governor's alliance on substance abuse.
d. Governor's emergency medical services advisory council (no longer in existence).
e. Iowa health data commission (permanent file rotates among agencies with the chair of the commission).

- f. Iowa organ and tissue transplant commission.
g. Immunization action advisory council.
h. Maternal and child health advisory council.
i. Perinatal standards committee.
j. Renal disease advisory committee.
k. Sexual abuse advisory committee.
l. SIDS advisory committee.
m. State agency coordinating committee.
n. State board of health.
o. State health facilities council.
p. State plumbing code committee (no longer in existence).
q. Statewide health coordinating council.
r. Other ad hoc task forces and committees appointed by the department.

175.15(3) Publications. News releases, annual reports, project reports, agency newsletters, etc., are available from the public information office. Agency news releases, project reports, and newsletters may contain information about individuals, including agency staff or members of agency councils or committees.

175.15(4) Statistical reports. Periodic reports of vital statistics records are available from the vital statistics section in the division of central administration.

175.15(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.

175.15(6) Published materials. The agency 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.

175.15(7) Policy manuals. Policy or program manuals of various programs may be obtained by contacting the program.

175.15(8) All other records that are not exempted from disclosure by law. Other records used by the agency include correspondence files, surveys conducted by programs, information and data files, and records used for processing purposes internally (such as data processing and word processing requests, supply shipments, etc.). Some of these records may contain information about individuals. Correspondence files may contain confidential information protected by statutes cited in 175.13(17A,22) of these rules.