

2. Approval of minutes of the Committee's Open Session meeting on July 25, 2018
3. Briefing of Office of Inspector General
  - Jeffrey Schanz, Inspector General
  - Roxanne Caruso, Assistant Inspector General for Audit
4. Pursuant to Section VIII (A)(3) and VIII (A)(4) of the Committee Charter, review and discuss with the OIG its audit responsibilities and performance, its audit plan for the Corporation and the risk assessment that drives its audit plan, the effectiveness of its audit plan and activities, and all significant matters relative to audits performed by the OIG, including any problems the OIG encountered while performing their audits
  - Jeffrey Schanz, Inspector General
  - Roxanne Caruso, Assistant Inspector General for Audit
5. Pursuant to Section VIII (A) (1) of the Committee Charter, review and discuss with the Office of Inspector General Management, and Castro and Company the contemplated scope and plan for LSC's required annual audit
  - Roxanne Caruso, Assistant Inspector General for Audit
  - Jim Sandman, President
6. Pursuant to Section VIII (C)(6) of the Committee Charter, review LSC's efforts, including training and education to help ensure that LSC employees and grantees act ethically and safeguard LSC funds
  - Ron Flagg, Vice President for Legal Affairs
  - Lynn Jennings, Vice President for Grant Management
  - Jeffrey Schanz, Inspector General
7. Management update regarding risk management
  - Ron Flagg, General Counsel and Vice President for Legal Affairs
8. Briefing about follow-up by the Office of Compliance and Enforcement on referrals by the Office of Inspector General regarding audit reports and annual Independent Public audits of grantees
  - Lora Rath, Director of Compliance and Enforcement
  - Roxanne Caruso, Assistant Inspector General for Audit
9. Public comment
10. Consider and act on other business
11. Consider and act on motion to adjourn the open session meeting and proceed to a closed session

#### Closed Session

12. Approval of minutes of the Committee's Closed Session meeting of July 25, 2018
13. Briefing by the Office of Compliance and Enforcement on active

enforcement matter(s) and follow-up to open investigation referrals from the Office of Inspector General

- Lora Rath, Director of Compliance and Enforcement

14. Report on cybersecurity test results
  - Jim Sandman, President
15. Consider and act on adjournment of meeting

#### October 20, 2018

##### Board of Directors

##### Open Session

1. Pledge of Allegiance
2. Approval of agenda
3. Approval of minutes of the Board's Open Session meeting of July 26, 2018
4. Chairman's Report
5. Members' Reports
6. President's Report
7. Inspector General's Report
8. Consider and act on the report of the Operations and Regulations Committee
9. Consider and act on the report of the Governance and Performance Review Committee
10. Consider and act on the report of the Institutional Advancement Committee
11. Consider and act on the report of the Delivery of Legal Services Committee
12. Consider and act on the report of the Finance Committee
13. Consider and act on the report of the Audit Committee
14. Public comment
15. Consider and act on other business
16. Consider and act on whether to authorize a closed session of the Board to address items listed below

##### Closed Session

1. Approval of minutes of the Board's Closed Session meeting of July 26, 2018
2. Management briefing
3. Inspector General briefing
4. Consider and act on list of prospective Leaders Council invitees
5. Consider and act on General Counsel's report on potential and pending litigation involving LSC
6. Consider and act on motion to adjourn the meeting

##### CONTACT PERSON FOR INFORMATION:

Katherine Ward, Executive Assistant to the Vice President & General Counsel, at (202) 295-1500. Questions may be sent by electronic mail to [FR\\_NOTICE\\_QUESTIONS@lsc.gov](mailto:FR_NOTICE_QUESTIONS@lsc.gov).

*Non-Confidential Meeting Materials:* Non-confidential meeting materials will be made available in electronic format at least 24 hours in advance of the meeting

on the LSC website, at <http://www.lsc.gov/board-directors/meetings/board-meeting-notices/non-confidential-materials-be-considered-open-session>.

*Accessibility:* LSC complies with the American's with Disabilities Act and Section 504 of the 1973 Rehabilitation Act. Upon request, meeting notices and materials will be made available in alternative formats to accommodate individuals with disabilities. Individuals who need other accommodations due to disability in order to attend the meeting in person or telephonically should contact Katherine Ward, at (202) 295-1500 or [FR\\_NOTICE\\_QUESTIONS@lsc.gov](mailto:FR_NOTICE_QUESTIONS@lsc.gov), at least 2 business days in advance of the meeting. If a request is made without advance notice, LSC will make every effort to accommodate the request but cannot guarantee that all requests can be fulfilled.

Dated: October 5, 2018.

##### Katherine Ward,

*Executive Assistant to the Vice President for Legal Affairs, General Counsel & Corporate Secretary.*

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## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

[NARA-2019-001]

### Records Schedules; Availability and Request for Comments

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice of availability of proposed records schedules; request for comments.

**SUMMARY:** The National Archives and Records Administration (NARA) publishes notice at least once monthly of certain Federal agency requests for records disposition authority (records schedules). Once approved by NARA, records schedules provide mandatory instructions on what happens to records when agencies no longer need them for current Government business. The records schedules authorize agencies to preserve records of continuing value in the National Archives of the United States and to destroy, after a specified period, records lacking administrative, legal, research, or other value. NARA publishes notice in the **Federal Register** for records schedules in which agencies propose to destroy records they no longer need to conduct agency business. NARA invites public comments on such records schedules.

**DATES:** NARA must receive requests for copies in writing by November 9, 2018. Once NARA finishes appraising the records, we will send you a copy of the schedule you requested. We usually prepare appraisal memoranda that contain additional information concerning the records covered by a proposed schedule. You may also request these. If you do, we will also provide them once we have completed the appraisal. You have 30 days after we send to you these requested documents in which to submit comments.

**ADDRESSES:** You may request a copy of any records schedule identified in this notice by contacting Records Appraisal and Agency Assistance (ACRA) using one of the following means:

*Mail:* NARA (ACRA); 8601 Adelphi Road; College Park, MD 20740-6001.

*Email:* [request.schedule@nara.gov](mailto:request.schedule@nara.gov).

*FAX:* 301-837-3698.

You must cite the control number, which appears in parentheses after the name of the agency that submitted the schedule, and a mailing address. If you would like an appraisal report, please include that in your request.

**FOR FURTHER INFORMATION CONTACT:**

Margaret Hawkins, Director, by mail at Records Appraisal and Agency Assistance (ACRA); National Archives and Records Administration; 8601 Adelphi Road; College Park, MD 20740-6001, by phone at 301-837-1799, or by email at [request.schedule@nara.gov](mailto:request.schedule@nara.gov).

**SUPPLEMENTARY INFORMATION:** NARA publishes notice in the **Federal Register** for records schedules they no longer need to conduct agency business. NARA invites public comments on such records schedules, as required by 44 U.S.C. 3303a(a).

Each year, Federal agencies create billions of records on paper, film, magnetic tape, and other media. To control this accumulation, agency records managers prepare schedules proposing records retention periods and submit these schedules for NARA's approval. These schedules provide for timely transfer into the National Archives of historically valuable records and authorize the agency to dispose of all other records after the agency no longer needs them to conduct its business. Some schedules are comprehensive and cover all the records of an agency or one of its major subdivisions. Most schedules, however, cover records of only one office or program or a few series of records. Many of these update previously approved schedules, and some include records proposed as permanent.

The schedules listed in this notice are media neutral unless otherwise

specified. An item in a schedule is media neutral when an agency may apply the disposition instructions to records regardless of the medium in which it creates or maintains the records. Items included in schedules submitted to NARA on or after December 17, 2007, are media neutral unless the item is expressly limited to a specific medium. (See 36 CFR 1225.12(e).)

Agencies may not destroy Federal records without Archivist of the United States' approval. The Archivist approves destruction only after thoroughly considering the records' administrative use by the agency of origin, the rights of the Government and of private people directly affected by the Government's activities, and whether or not the records have historical or other value.

In addition to identifying the Federal agencies and any subdivisions requesting disposition authority, this notice lists the organizational unit(s) accumulating the records (or notes that the schedule has agency-wide applicability when schedules cover records that may be accumulated throughout an agency); provides the control number assigned to each schedule, the total number of schedule items, and the number of temporary items (the records proposed for destruction); and includes a brief description of the temporary records. The records schedule itself contains a full description of the records at the file unit level as well as their disposition. If NARA staff has prepared an appraisal memorandum for the schedule, it also includes information about the records. You may request additional information about the disposition process at the addresses above.

**Schedules Pending**

1. Department of Defense, National Security Agency (DAA-0457-2017-0003, 3 items, 2 temporary items). Records of the Office of Strategic Plans and Policy, including routine pre-publication review files for resumes and non-mission related information. Proposed for permanent retention are pre-publication review files for mission related materials or those defined as high-profile by established criteria.

2. Department of Labor, Office of Administrative Law Judges (DAA-0174-2018-0001, 4 items, 4 temporary items). Records related to the Alternative Dispute Resolution program including general program files, case records, and working files.

3. Department of State, Bureau of International Narcotics and Law Enforcement (DAA-0059-2015-0010, 11 items, 8 temporary items). Bureau-

wide schedule including project files, working files, and copies of audit files. Proposed for permanent retention are records of the Bureau's senior leadership, program files, and high-profile project files

4. Department of the Treasury, Internal Revenue Service (DAA-0058-2018-0009, 2 items, 2 temporary items). Case files of taxpayer disputes related to double taxation and future tax transactions based on operational provisions outlined in tax treaties.

5. National Archives and Records Administration, Government-wide (DAA-GRS-2018-0002, 15 items, 15 temporary items). Revised General Records Schedule for employee relations records such as reasonable accommodation, alternative dispute resolution, administrative grievance, disciplinary action, adverse action, and harassment complaint case files; records of telework/alternative worksite, Equal Employment Opportunity, and displaced employee programs; labor management relations records; and agency records of cases settled through the Merit Systems Protection Board and Federal Labor Relations Authority.

**Laurence Brewer,**

*Chief Records Officer for the U.S. Government.*

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**NATIONAL CREDIT UNION ADMINISTRATION**

**Agency Information Collection Activities: Proposed Collection; Comment Request; Credit Union Service Organizations (CUSOs)**

**AGENCY:** National Credit Union Administration (NCUA).

**ACTION:** Notice and request for comment.

**SUMMARY:** The National Credit Union Administration (NCUA), as part of a continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to comment on the following renewal of a currently approved collection, as required by the Paperwork Reduction Act of 1995.

**DATES:** Written comments should be received on or before December 10, 2018 to be assured consideration.

**ADDRESSES:** Interested persons are invited to submit written comments on the information collection to Dawn Wolfgang, National Credit Union Administration, 1775 Duke Street, Suite 5080, Alexandria, Virginia 22314; Fax