

PRC AGENDA

Date:	January 20, 2026		
Time:	3:30 - 4:30 pm		
Location:	Teams Meeting – see meeting invite to join.		
Agenda Item	Presenter	Objective	
1. Introductions and check in - New Members, Visitors, New Roles	Norm Alberg 5 minutes	Check In	
2. Approval of minutes - December	Norm Alberg 3 minutes	Action	
3. Administrative Reminders - Voting standards - ZZlist cleanup	Norm Alberg Cynthia Hernandez 5 minutes	Inform, Vote	
4. Updates from: - Public Records Program - KCIT –AI Governance, MS CoPilot Chat, Privacy Program - KCRIGG : - structure reminder, storage settings standards, Teams Chat Messages; CoPilot Chat Guidance	Stephanie Santos Grace Preyapongpisan Ellie Rhodes Cynthia Hernandez 15 minutes	Inform, Update	
5. ARMMS Updates Countywide Records and Information Management - CoPilot Chat Guidance - Teams Chat Guidance - Legal Holds Compliance Policy - EO Transition King County Archives - AI Project - Recent Accomplishments	Ryan Wadleigh Hannah Soukup Alycia Ensminger 17 minutes	Inform	
6. 2026 Meeting Improvements - Member Survey – later in year - Topics - Workgroups	Norm Alberg 13 minutes	Inform, Engage	
7. Good of Order/ Summary Take-Away Messages	Norm Alberg 2 minutes	Information, Recap	
8. Adjourn	Norm Alberg		

Upcoming Public Records Committee meeting: February 17, 2026

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