

PRC AGENDA

Date:	February 18, 2025		
Time:	3:30 - 4:15 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 3 minutes	Check In	
2. Approval of minutes -January	Norm Alberg 3 minutes	Action	
3. Updates from: - Public Records Program - KCIT – Gen AI Governance Work - Privacy Program - KCRIGG: Transcription Recommendation; Holds in MS Purview; AI Redaction Tool; 2/3 year hold on departing employee records - request input from PRC	Stephanie Santos Ellie Rhodes Cynthia Hernandez 12 minutes	Inform, Update	
4. ARMMS Updates - Records Management Update - Addressing Budget Challenges - Archives Updates	Ryan Wadleigh Norm Alberg Hannah Soukup 13 minutes	Inform	
5. PRC Business Vice Chair Vacancy 2025 Work Plan Items: - Policy updates coming: Management of King County Public Records , Annexation Records Management Policy - Web Drawer Test – Content Manager - Transcription Policy Input - AI Governance- internally - Public posting of records and potential implications – intranet v. Internet for example	Norm Cynthia 10 minutes	Discussion	
6. Good of Order/ Summary Take-Away Messages	Norm Alberg Valerie Vega 4 minutes	Information, Recap	
7. Adjourn	Norm Alberg		

Upcoming Public Records Committee meeting: March 18, 2025