

**PRC AGENDA**

Date:	October 18, 2022		
Time:	3:30 - 4:15 pm		
Location:	Teams Meeting – see meeting invite to join.		
<b>Agenda Item</b>	<b>Presenter</b>	<b>Objective</b>	
1. Introductions and check in	Norm Alberg 2 minutes	Check In	
2. Approval of minutes - September	Andrea Williams 3 minutes	Action	
3. King County Records and Information Governance Group (KCRIGG) update <ul style="list-style-type: none"> <li>Social Media Guidance</li> <li>Text Messaging Guidance</li> <li>Versioning issue – new</li> </ul>	Ellie 10 minutes	Inform, Invite Questions, Comments	
4. Privacy Program Updates	Lorre Wijelath 8 minutes	Update, Inform	
5. KCIT-related issues – <ul style="list-style-type: none"> <li>Chat retention and communication about that</li> <li>Other?</li> </ul>	Shannon, Tim 10 minutes	Inform, Discuss	
6. ARMMS Updates <ul style="list-style-type: none"> <li>Notification about responsibilities for retention of corrections officer personnel files</li> <li>Archives Month and News</li> </ul>	Ellie Rhodes Hannah Soukup 10 minutes	Inform	
7. Good of Order and Summarize Take-Away Messages	Andrea 2 minutes	Information, Recap	
8. Adjourn	Norm Alberg		

**Upcoming Public Records Committee meetings: November 15, 2022** [Work Plan Planner](#)