

PRC AGENDA

Date:	May 16, 2023	
Time:	3:30 - 4:15 pm	
Location:	Teams Meeting – see meeting invite to join.	
Agenda Item	Presenter	Objective
1. Introductions and check in	Norm Alberg 2 minutes	Check In
2. Approval of minutes - April	Norm Alberg 3 minutes	Action
3. King County Records and Information Governance Group (KCRIGG) update - Versioning issue – work in progress - IT Security and non-standard apps and software - Next Up- Purview - Call for other items	Cynthia Hernandez 6 minutes	Inform, Invite Questions, Comments
4. KCIT-Updates	Shannon, Tim 8 minutes	Inform, Discuss
5. PRC Annual Report Process ✓ June 2 – 16: Annual Survey of Social Media/Outreach Tools ✓ June 20 – PRC Action on Annual Report Content ✓ July 6- Public Records Reporting all “Agencies” - (JLARC Report due to state 7/1) ✓ Transmittal to Council by mid August	Cynthia Hernandez 4 minutes	Inform
6. ARMMS Updates - Agency Dashboards - Policy Updates- 2 combined in RM; expiration reminders; process step addition - Retention Schedule Audit - Archives Program Updates	Ellie Rhodes, Ryan Wadleigh, Hannah Soukup 12 minutes	Inform
7. Good of Order and Summarize Take-Away Messages - Privacy Program - Public Records Program – Equity Informed Charging Check In	Norm 7 minutes	Information, Recap



8. Adjourn	Norm Alberg	

Upcoming Public Records Committee meeting: June 20, 2023