



STATE OF WASHINGTON

LOCAL RECORDS COMMITTEE

Office of the State Auditor • Office of the Attorney General • Office of the State Archivist

PO Box 40238 • Olympia, Washington 98504-0238 • (360) 586-4900

April 26, 2012 – 10:00 a.m.

Archives Conference Room

1129 Washington St SE, Olympia, WA, 98504

AGENDA

I. ROUTINE ITEMS

- A. Call to Order
- B. Introduction of Guests
- C. Approval of Minutes for December 15, 2011
- D. Adoption of Today's Agenda

II. OLD BUSINESS/ACTION ITEMS

- A. *Public Utilities Records Retention Schedule Version 1.1*

III. WASHINGTON STATE ARCHIVES UPDATES

- A. Revision of Records Retention Schedules – Julie Woods
- B. Requirements for the Destruction of Non-Archival Paper Records After Imaging – Julie Woods
- C. Announcements from the State Archivist – Jerry Handfield

IV. NEXT MEETING – July 26, 2012.

V. ADJOURNMENT