



## Local Records Committee

*Office of the State Auditor • Office of the Attorney General • State Archives  
PO Box 40238 • Olympia, Washington 98504-0238 • (360) 586-4900*

# Agenda

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Location: Online via Microsoft Teams

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Date: August 6, 2025

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Time: 11:00 a.m.

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### I. Routine Business

- a. Call to Order
- b. Introduction of Committee and Staff
- c. Approval of June 4, 2025 Minutes
- d. Adoption of Today's Agenda

### II. Washington State Archives Updates

- a. Announcements from the State Archivist
- b. Announcements from the State Records Manager

### III. New Business

- a. Updates to Schedules Affecting More than One Agency
  - 1. County Auditors Records Retention Schedule v.6.0
  - 2. Department of Licensing Records Retention Schedule v.1.7

### IV. Other Business – None

### V. Next Meeting – October 1, 2025

### VI. Adjournment