



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

Location: Online via Microsoft Teams

Date: October 1, 2025

Time: 11:00 a.m.

I. Routine Business

- a. Call to Order
- b. Introduction of Committee and Staff
- c. Approval of August 6, 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 Clerks Records Retention Schedule v.8.2
 - 2. Department of Licensing Records Retention Schedule v.1.8

IV. Other Business – None

V. Next Meeting – December 3, 2025

VI. Adjournment