**AGENDA**

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| Date: | November 3, 2020  |
| Time: | 3:30-4:30 pm |
| Location: | Zoom: Join Zoom Meeting<https://us02web.zoom.us/j/89181024518?pwd=VGwxcEp6cE12S0FkQTEvODJVYkxHdz09>Meeting ID: 891 8102 4518Passcode: PRC |
| **Agenda Item**  | **Presenter** | **Objective** |
| 1. Introductions and check in
 | Norm Alberg3 minutes | Check In |
| 1. Approval of minutes
 | Norm Alberg2 minutes | Action |
| 1. Microsoft Teams
 | Shannon Smith10 minutes | Discussion |
| 1. PRC Teams Site
 | Cynthia 5 minutes | Orientation |
| 1. PRC Privacy Working Group
 | Alex HarrisLorre Wijelath10 minutes | Update |
| 1. Records Management Update
	1. New County Records Analyst Hires
	2. RM Network Meeting
	3. Content Manager Reports (Ryan)
	4. Archives status
	5. Records Center status
	6. Other updates
 | Ellie Browning, Ryan Wadleigh15 minutes | Update, discussion |
| 1. What are records management and disclosure issues that are coming up for you?
 | All 10 minutes | Engagement, Discussion |
| 1. Summarize Take-Away Messages
 | Norm Alberg5 minutes | Recap |
| 1. Adjourn
 | Norm Alberg |  |

**Upcoming Public Records Committee meetings:**

December 15, 2020

[Workplan Link](https://kc1-portal5.sharepoint.com/%3Ax%3A/r/records/_layouts/15/Doc.aspx?sourcedoc=%7B23D13060-8CB3-413E-A190-925E65ECC9A9%7D&file=2020WorkplanDraft-03302020.xlsx&action=default&mobileredirect=true)