

Records Management / Content Manager Report - Quarter 1, 2022

Agency Name	Number of employees	Completed Basic Records Management Training		Completed Content Manager Training		Employees with access to Content Manager		Employees who filed electronic records in Q1		Number of records filed or created in Q1	
		Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	E-Records	Boxes
King County* (county-wide)	15736	2374	15%	1,572	10%	2,770	18%	175	1%	2,485,197	817
4Culture**	28	0	0%	0	0%	35	100%	2	7%	7,762	0
DAJD	778	37	5%	11	1%	34	4%	0	0%	0	227
DCHS	576	124	22%	50	9%	102	18%	2	0%	22,921	78
DES	883	139	16%	240	27%	496	56%	67	8%	116,173	50
DES-BRC	68	17	25%	0	0%	4	6%	0	0%	0	0
DES-DIR	25	6	24%	13	52%	15	60%	1	4%	1,631	0
DES-FBOD	172	31	18%	94	55%	164	95%	22	13%	44,684	0
DES-FLT	68	9	13%	6	9%	25	37%	0	0%	0	0
DES-FMD	323	23	7%	5	2%	33	10%	0	0%	0	0
DES-KCIA	54	19	35%	27	50%	80	100%	1	2%	4	0
DES-OEM	26	15	58%	22	85%	16	62%	1	4%	37	1
DES-ORMS	26	1	4%	24	92%	25	96%	3	12%	396	4
DES-RALS	121	18	15%	49	40%	140	100%	39	32%	69,421	49
DHR	161	39	24%	12	7%	76	47%	4	2%	895	0
DJA	221	221	100%	182	82%	171	77%	11	5%	7,545	0
DLS	505	94	19%	18	4%	34	7%	4	1%	40,163	20
DNRP*	1736	661	38%	673	39%	757	44%	49	3%	36,362	122
DNRP-DIR	40	14	35%	8	20%	46	100%	2	5%	5,857	0
DNRP-PKS	446	238	53%	187	42%	72	16%	1	0%	348	0
DNRP-SWD	410	77	19%	74	18%	167	41%	22	5%	19,937	0
DNRP-WLRD	407	149	37%	90	22%	149	37%	3	1%	4,478	120
DNRP-WTD*	433	183	42%	314	73%	341	79%	21	5%	5,742	2
DOA	212	14	7%	9	4%	15	7%	0	0%	0	0
DPD	399	74	19%	6	2%	20	5%	0	0%	0	0
DPH	1929	285	15%	54	3%	117	6%	1	0%	75	176
KCC	156	16	10%	56	36%	121	78%	24	15%	2,194,905	0

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KCDC	363	22	6%	2	1%	4	1%	0	0%	0	0
KCE	72	18	25%	15	21%	27	38%	0	0%	0	0
KCEO	141	24	17%	12	9%	28	20%	0	0%	0	14
KCIT	466	57	12%	91	20%	186	40%	8	2%	56,548	12
KCSC	442	34	8%	19	4%	45	10%	2	0%	18	0
KCSO	1017	105	10%	12	1%	32	3%	0	0%	0	51
MTD	5085	271	5%	81	2%	258	5%	3	0%	7	47
PAO	592	98	17%	29	5%	124	21%	0	0%	0	20

Employee counts, training data and Content Manager statistics pulled on 4/25/2022

* subtracted 240 from total number to account for DNRP-WTD staff that do not manage records

** 4Culture employees do not have access to NeoGov Learn.

Most Improved

These agencies had the highest improvement since the end of Quarter 4, 2021.

KCE (Elections) 22% increase in staff who have taken Basic Records Management training

KCC 5% increase in staff that have filed to Content Manager