

KITTITAS COUNTY
Board of County Commissioners

AGENDA STAFF REPORT

- AGENDA DATE:** January 16, 2018
- ACTION REQUESTED:** Consider adoption of a formal policy with regard to Public Records Disclosure to address sound practices consistent with the Public Records Act (PRA, RCW 42.56) and Kittitas County Code Chapter 2.55.
- BACKGROUND:** The Kittitas County Records Management Committee (RMC), with the assistance of the Kittitas County Prosecutor's Office (PAO), has been working to create and propose a county wide PRA Disclosure Policy. In the course of that work, the interactions of State law, County Code, and sound practices were considered.
- INTERACTION:** PAO staff including the undersigned worked on drafting the policy, with review and insights from PA Zempel and then further review and revisions by a sub-committee of the RMC, followed by similar review and revisions by the entire RMC.
- RECOMMENDATION:** Review the proposed policy and adopt as written.
- ATTACHMENT:** Proposed PRA Disclosure Policy.
- LEAD STAFF:** Douglas Mitchell, Deputy Prosecuting Attorney