

CERTIFICATION OF ENROLLMENT

HOUSE BILL 2073

58th Legislature
2003 Regular Session

Passed by the House April 22, 2003
Yeas 97 Nays 0

Speaker of the House of Representatives

Passed by the Senate April 17, 2003
Yeas 43 Nays 0

President of the Senate

Approved

Governor of the State of Washington

CERTIFICATE

I, Cynthia Zehnder, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is **HOUSE BILL 2073** as passed by the House of Representatives and the Senate on the dates hereon set forth.

Chief Clerk

FILED

**Secretary of State
State of Washington**

HOUSE BILL 2073

AS AMENDED BY THE SENATE

Passed Legislature - 2003 Regular Session

State of Washington 58th Legislature 2003 Regular Session

By Representatives Schoesler, Romero and Cox

Read first time 02/24/2003. Referred to Committee on State Government.

1 AN ACT Relating to disposing of local government records; and
2 amending RCW 40.14.070.

3 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

4 **Sec. 1.** RCW 40.14.070 and 1999 c 326 s 2 are each amended to read
5 as follows:

6 (1)(a) County, municipal, and other local government agencies may
7 request authority to destroy noncurrent public records having no
8 further administrative or legal value by submitting to the division of
9 archives and records management lists of such records on forms prepared
10 by the division. The archivist, a representative appointed by the
11 state auditor, and a representative appointed by the attorney general
12 shall constitute a committee, known as the local records committee,
13 which shall review such lists and which may veto the destruction of any
14 or all items contained therein.

15 (b) A local government agency, as an alternative to submitting
16 lists, may elect to establish a records control program based on
17 recurring disposition schedules recommended by the agency to the local
18 records committee. The schedules are to be submitted on forms provided
19 by the division of archives and records management to the local records

1 committee, which may either veto, approve, or amend the schedule.
2 Approval of such schedule or amended schedule shall be by unanimous
3 vote of the local records committee. Upon such approval, the schedule
4 shall constitute authority for the local government agency to destroy
5 the records listed thereon, after the required retention period, on a
6 recurring basis until the schedule is either amended or revised by the
7 committee.

8 (2)(a) Except as otherwise provided by law, no public records shall
9 be destroyed until approved for destruction by the local records
10 committee. Official public records shall not be destroyed unless:

11 (i) The records are six or more years old;

12 (ii) The department of origin of the records has made a
13 satisfactory showing to the state records committee that the retention
14 of the records for a minimum of six years is both unnecessary and
15 uneconomical, particularly where lesser federal retention periods for
16 records generated by the state under federal programs have been
17 established; or

18 (iii) The originals of official public records less than six years
19 old have been copied or reproduced by any photographic, photostatic,
20 microfilm, miniature photographic, or other process approved by the
21 state archivist which accurately reproduces or forms a durable medium
22 for so reproducing the original.

23 An automatic reduction of retention periods from seven to six years
24 for official public records on record retention schedules existing on
25 June 10, 1982, shall not be made, but the same shall be reviewed
26 individually by the local records committee for approval or disapproval
27 of the change to a retention period of six years.

28 The state archivist may furnish appropriate information,
29 suggestions, and guidelines to local government agencies for their
30 assistance in the preparation of lists and schedules or any other
31 matter relating to the retention, preservation, or destruction of
32 records under this chapter. The local records committee may adopt
33 appropriate regulations establishing procedures to be followed in such
34 matters.

35 Records of county, municipal, or other local government agencies,
36 designated by the archivist as of primarily historical interest, may be
37 transferred to a recognized depository agency.

1 (b) Records of investigative reports prepared by any state, county,
2 municipal, or other law enforcement agency pertaining to sex offenders
3 contained in chapter 9A.44 RCW or sexually violent offenses as defined
4 in RCW 71.09.020 that are not required in the current operation of the
5 law enforcement agency or for pending judicial proceedings shall,
6 following the expiration of the applicable schedule of the law
7 enforcement agency's retention of the records, be transferred to the
8 Washington association of sheriffs and police chiefs for permanent
9 electronic retention and retrieval. Upon electronic retention of any
10 document, the association shall be permitted to destroy the paper copy
11 of the document.

12 (c) Any record transferred to the Washington association of
13 sheriffs and police chiefs pursuant to (b) of this subsection shall be
14 deemed to no longer constitute a public record pursuant to RCW
15 42.17.020 and shall be exempt from public disclosure. Such records
16 shall be disseminated only to criminal justice agencies as defined in
17 RCW 10.97.030 for the purpose of determining if a sex offender met the
18 criteria of a sexually violent predator as defined in chapter 71.09
19 RCW.

20 (3) Except as otherwise provided by law, county, municipal, and
21 other local government agencies may, as an alternative to destroying
22 noncurrent public records having no further administrative or legal
23 value, donate the public records to the state library, local library,
24 historical society, genealogical society, or similar society or
25 organization.

26 Public records may not be donated under this subsection unless:

27 (a) The records are seventy years old or more;

28 (b) The local records committee has approved the destruction of the
29 public records; and

30 (c) The state archivist has determined that the public records have
31 no historic interest.

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