



GRAMA

Policies Overhaul Project

GRAMA Policies

Condensed **16** policies into **2** new policies:

1. Public Access
2. Records and Information Management (RIM) policies.

From **39** policy pages to **6** pages)

GRAMA ordinance

From **11** pages to **5**



Project Goals

1

Ensure policies are accessible and easy to interpret for both the public and employees (government transparency).

2

Reference state law so policies remain current.

3

Remove duplicative language.



The Process

Initial Drafting

A drafting committee comprised of:

- ***Maren Slaugh*** , *Records Management and Archives Director*
- ***Megan Hillyard***, *Department Administrative Director,*
- ***Ralph Chamness and Gavin Andersen***, *District Attorney's Office*

The Committee worked on initial drafts of the ordinance and two new policies.



The Process

Socializing with Key Stakeholders

Date	Actions
August 11	Reviewed first drafts with key personnel from offices with the highest volume of GRAMA requests: Mayor, Council and Sheriff.
August 16	Reviewed drafts, per policy, with the GRAMPA (the committee charged by policy to review all GRAMA-related changes) to ensure all stakeholders have an opportunity to weigh in.
August 16	Presented drafts to Mayor and leadership team at exec
August 22	Presented material at Steering
September	Presented to Council in September for adoption

Summary of Proposal

New Public Access Policy

**New Records and Information
Management Policy**

Split between the two policies

Old policies

Old Policies

Old Policies

1. 2030
2. 2040
3. 2050
4. 2060

1. 2000
2. 2005
3. 2010
4. 2120

1. 2070
 2. 2080
 3. 2100
 4. 2105
 5. 2110
 6. 2115
 7. 2125
 8. 2130
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Documents for Review

1. NEW – Public Access Policy FINAL
2. NEW RIM policy FINAL
3. NEW GRAMA ordinance
4. Public Access Policy Crosswalk
5. RIM Crosswalk
6. GRAMA Ordinance (2.82) Crosswalk
7. EXISTING COUNTY GRAMA ORDINANCE
(will be sent in next email)
8. Obsolete Policies