



## WAPRO 2020 VIRTUAL FALL CONFERENCE

### Thursday, Oct. 15<sup>th</sup>, 2020

- 8:00 – 8:15am **Opening Remarks**
- 8:15 – 9:30am **Chief Justice Stephens, Certification Category A, 1.25 hours**
- A conversation with Chief Justice Stephens on the Public Records Act
- 9:30 – 9:45am **Break**
- 9:45 – 11:30am **Case Law/Legal Update, Certification Category C, 1.75 hours**
- **Ramsey Ramerman (City of Everett), Morgan Damerow (Attorney General's Office), & Jennifer Steele, (Attorney General's Office)**
  - Legislative Updates, AGO Updates, Case Law Updates – Decision, Pending Appellate Cases, Q&A
- 11:30– 12:00pm **Annual WAPRO Business Meeting**

### Friday, Oct. 16<sup>th</sup>, 2020

- 8:00 - 9:15am **Drafting Agency Policies to Minimize Risk under the PRA, Certification Category B, 1.25 hours**
- **James Erb, Bellingham Assistant Attorney**
  - This session will include a description of how one local agency drafted policies and procedures to maximize the agency's compliance with disclosure obligations under the Public Records Act. In addition to providing that background (and copies of the agency's adopted policies and procedures), we will have time for a Q&A about best practices for responding to requests and how best to deal with frequent or unhappy requestors.
- 9:30 - 10:45am **Email Retention and Destruction, Certification Category E, 1.25 hours**
- **Jennifer Winkler (City of Seattle) & Danelle Court (City of Bellevue)**
  - The Tale of Two Cities: Their Email Management Joys and Trials - Email can bring Public Disclosure Officers great joys and great concerns (sometimes in the same email). During this session you'll hear from Records Managers from the City's of Seattle and Bellevue and how they deal with email. Topics to be covered include: when is email a record, what should be retained, what to toss, organization tips, retention best practices, including using email archiving systems, and training for employees.
- 11:00 – 12:15pm **Identifying Information Exemptions, Certification Category B, 1.25 hours**
- **Jennifer Combs (City of Fife) & Morgan Damerow (Attorney General's Office)**
  - A dive into PRA exemptions that touch on "personal information". What is the extent of these exemptions? When an exemption protects personal information or an identity, what considerations should an agency make when deciding what information can be redacted or withheld.