The Utah State Archives’ mission is to create innovative solutions that will assist Utah government agencies in the efficient management of their records, to preserve those records of enduring value, and to provide quality access to public information.
About Our Archivists

• Multiple programs overlapping
  • Local Government
  • State Government
• plus Digital Archives, SHRAB, Repository, Digital Preservation, Reference
About Our Authority Records

- Agency records linked/attached to bibliographic records
- Later broadened to entities to include agencies (corporate bodies) plus individual people
Agency Histories

- Converted from Folio Infobase to EAD in 2000
- Essentially separate <bioghist>
- 256 online
- archives.utah.gov/research/agencyhistories/
Joining SNAC
Project: Elected Officials
Governors: Splitting Them Up

- **2005**
  - Governor (Huntsman: 2005-2009)

- **2009**
  - Governor (Herbert: 2009-2021)

- **2021**
  - Governor (Cox: 2021-)

Office of the Governor
Project: Department Changes

- New Governor – Spencer Cox
- Streamline state government
- Department Changes Summary

**STREAMLINE & MODERNIZE STATE GOVERNMENT**
- Re-examined government operations in the context of widespread remote work and increasing flexible positions
- Hired a Chief Innovation Officer to execute on ideas to improve customer service

Utah Department of Cultural & Community Engagement

Governor Cox and Lieutenant Governor Henderson
Policies and Procedures

• Managing Governmental Entities Policy
• Governmental Entity Definition Policy
• Archival Authority Records Policy
• Governmental Entities in SNAC Cooperative Policy
Setting Roles

- Designated Staff
- Special Projects
Defining an Agency

• Definition from Utah Government Records Access and Management Act (GRAMA)
  • GRAMA = Utah's primary records law, sometimes referred to as the open records law
Defining an Agency

- Characteristics
- What entities are not
- Reorganization discussion and examples
- Required and recommended elements from DACS and standards for forming a name
Archival Authority Records

• Determining the context of records creation is a critical part of the record life cycle
• Used to call these agency histories
• Definitions
• Roles and Responsibilities
• Description of types of history notes: Creation and Mission, Functions, Organizational history, and Administration
Working with SNAC

- Linking governmental entities [from AXAEM] to SNAC consistently
- Definitions

- Synchronizing
- Linking to SNAC Constellations
The Road Goes Ever On

- November 9th – Processing Retreat
- Role of authority work within processing
- Review drafted policies
- Automate “editing” with integration
Thank You

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