

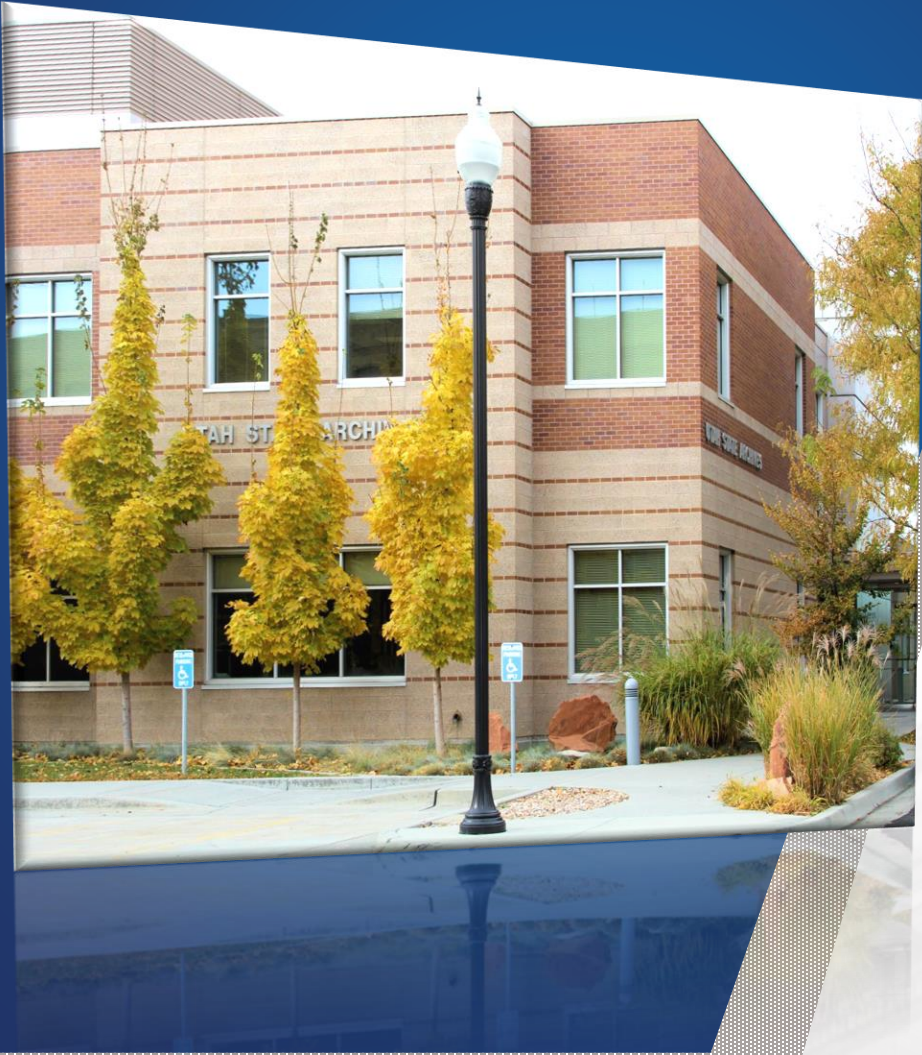
Integrating SNAC into Workflows

Gina M. Strack, MLIS CA
SNAC Annual Meeting
September 30, 2021



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**Archives and
Records Service**

About Us



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.



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About Our Archivists

- Multiple programs overlapping
 - Local Government
 - State Government
 - plus Digital Archives, SHRAB, Repository, Digital Preservation, Reference



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About Our Authority Records

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

cpf Description - Identity

Identity	Context	Relationships	Control	Resources
Entity Type	corporateBody	Identity ID	SG-00270	Single Identity
Entity ID	603	Identity Hierarchy	LGV - - - - -	Identity Origin given
Official Name	Lieutenant Governor			
Level Name	Lieutenant Governor			
Name (common)	Lieutenant Governor			
Sort Name	Lieutenant Governor			
Identity Type	SG State Government			
Identity Existed From	1851 - MM - DD thru CCYY - MM - DD			
Defunct?	<input type="checkbox"/>			
Website	https://ltgovernor.utah.gov/ Go			
IDs for this Identity				
Add Edit Delete				
Seq No	ID Type	Identity ID		
1	Identity ID	SG-00270		

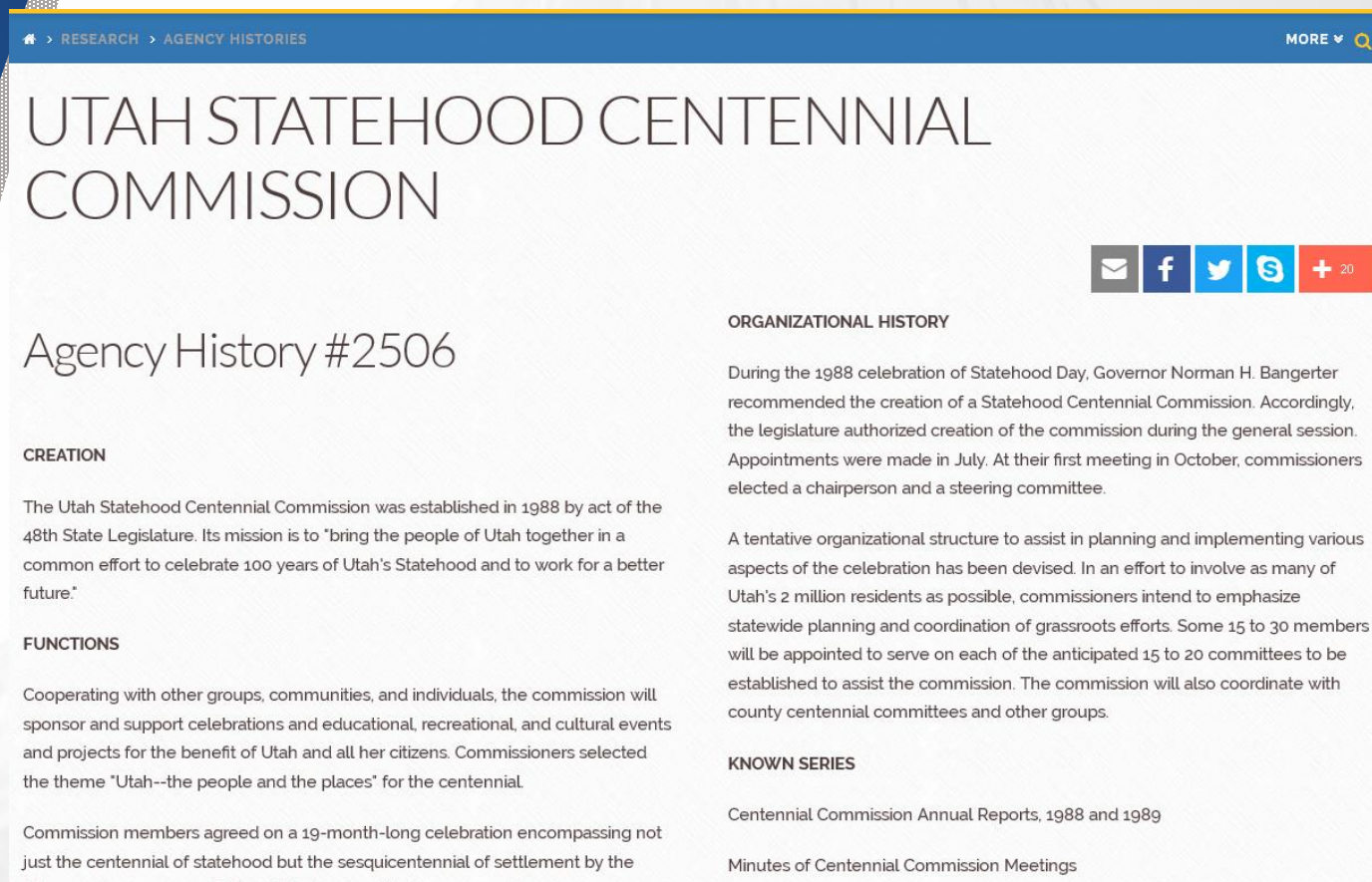
AXEM
Intelligent Archives



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Agency Histories

- Converted from Folio Infobase to EAD in 2000
- Essentially separate <bioghist>
- 256 online
- archives.utah.gov/research/agencyhistories/



RESEARCH > AGENCY HISTORIES

UTAH STATEHOOD CENTENNIAL COMMISSION

Agency History #2506

CREATION

The Utah Statehood Centennial Commission was established in 1988 by act of the 48th State Legislature. Its mission is to "bring the people of Utah together in a common effort to celebrate 100 years of Utah's Statehood and to work for a better future."

FUNCTIONS

Cooperating with other groups, communities, and individuals, the commission will sponsor and support celebrations and educational, recreational, and cultural events and projects for the benefit of Utah and all her citizens. Commissioners selected the theme "Utah--the people and the places" for the centennial.

Commission members agreed on a 19-month-long celebration encompassing not just the centennial of statehood but the sesquicentennial of settlement by the

ORGANIZATIONAL HISTORY

During the 1988 celebration of Statehood Day, Governor Norman H. Bangerter recommended the creation of a Statehood Centennial Commission. Accordingly, the legislature authorized creation of the commission during the general session. Appointments were made in July. At their first meeting in October, commissioners elected a chairperson and a steering committee.

A tentative organizational structure to assist in planning and implementing various aspects of the celebration has been devised. In an effort to involve as many of Utah's 2 million residents as possible, commissioners intend to emphasize statewide planning and coordination of grassroots efforts. Some 15 to 30 members will be appointed to serve on each of the anticipated 15 to 20 committees to be established to assist the commission. The commission will also coordinate with county centennial committees and other groups.

KNOWN SERIES

Centennial Commission Annual Reports, 1988 and 1989

Minutes of Centennial Commission Meetings



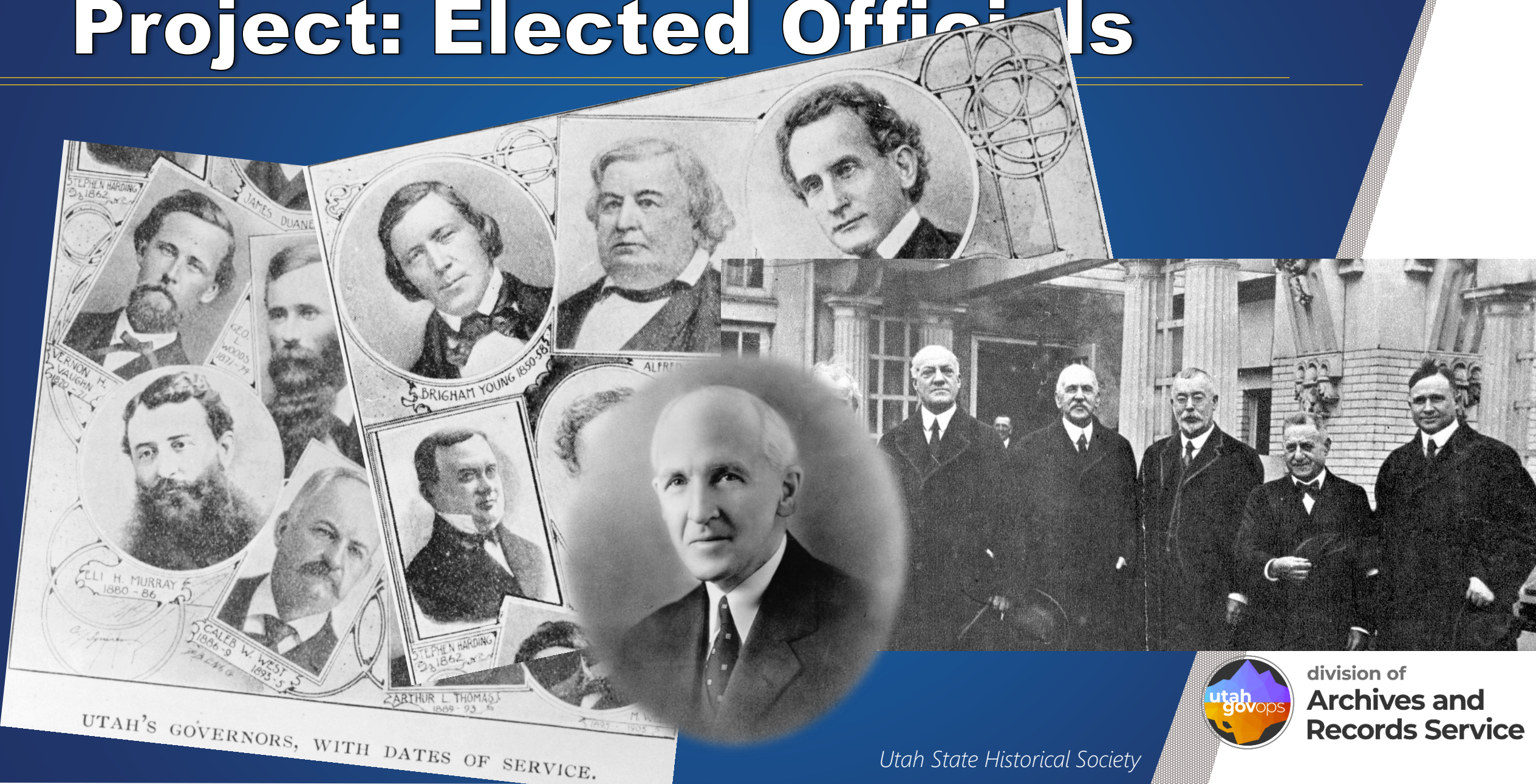
Joining SNAC

Boise, Idaho – CIMA/NWA 2017



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Project: Elected Officials



UTAH'S GOVERNORS, WITH DATES OF SERVICE.



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Utah State Historical Society

Governors: Splitting Them Up



Office of the Governor

2021

- Governor (Cox : 2021-)

2009

- Governor (Herbert : 2009-2021)

2005

- Governor (Huntsman : 2005-2009)



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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



Governor Cox and Lieutenant Governor Henderson



utah
govops
UTAH DEPARTMENT OF GOVERNMENT OPERATIONS



Utah Department of
**Cultural & Community
Engagement**



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Policies and Procedures

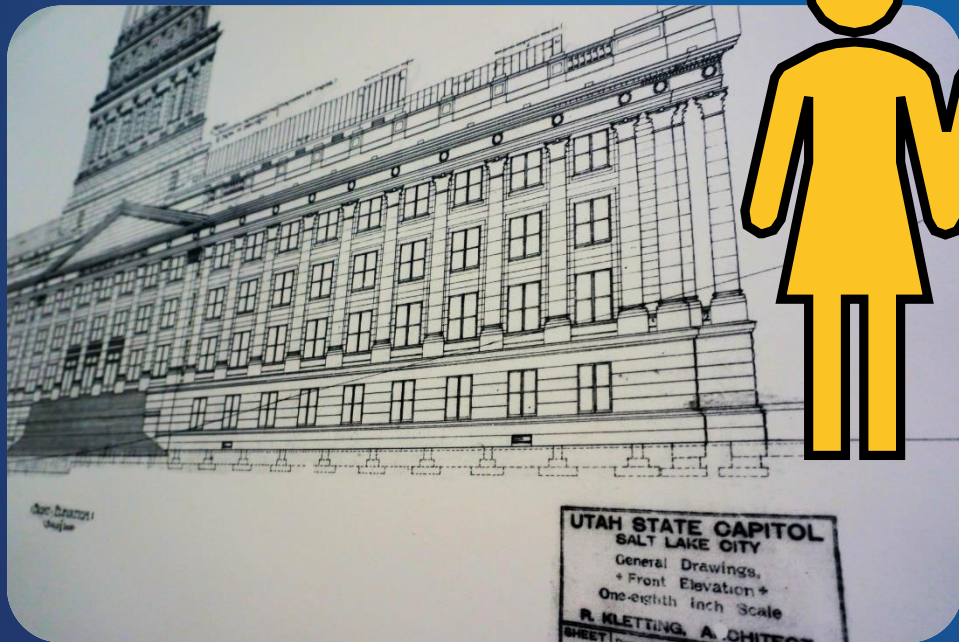
- Managing Governmental Entities Policy
- Governmental Entity Definition Policy
- Archival Authority Records Policy
- Governmental Entities in SNAC Cooperative Policy



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Setting Roles

- Designated Staff
- Special Projects



UTAH STATE CAPITOL
SALT LAKE CITY
General Drawings,
+ Front Elevation +
One-eighth inch Scale
R. KLETING, A. CHITCO
SHEET



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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

SNAC Editing Log ☆ 📄 🔗

File Edit View Insert Format Data Tools Add-ons Help [Last edit was on July 30](#)

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	A	D	E	F	G	H	I	J
1	Name of Office	SNAC Permalink	History in AXAEM	History in SNAC	History Author	Resources in SNAC	SNAC Publish Date	Comments
2	Secretary of the Territory	http://n2t.net/ark:/99166/w6gk0738	X	X	Gina	pending bulk edit	5/14/2020	
3	Secretary of State	http://n2t.net/ark:/99166/w6ns4s14	X	X	Staff	pending bulk edit	1/27/2020	
4	Lieutenant Governor	http://n2t.net/ark:/99166/w66t4tbw	X	X	Staff	pending bulk edit	10/16/2019	
5	Lieutenant Governor. Elections Office	http://n2t.net/ark:/99166/w63w06f1	X	X	Staff	n/a		Vague dates no sources.
6	Commission on Civic and Character Education	http://n2t.net/ark:/99166/w6039frh	X	X	Gina	n/a	1/27/2020	No records.
7	State Board of Canvassers	http://n2t.net/ark:/99166/w60t0crh	X	X	Gina	n/a	1/27/2020	No records. Go back and relate to member officials when they're done.
8	Treasurer	http://n2t.net/ark:/99166/w6hf8m64	X	X	Staff	pending bulk edit	7/30/2021	bulk merge of duplicates and then edited
9	Attorney General							
10	Auditor							

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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