7-17-14 ERSC Mtg.
Blaine
Jason
John Master

- Sever official email - requires & supplies access to departing officials until they have another process/solution
- Speed up FOIA processing

Transfer of Electronic Email - preferred PST
- PDF-A or PST - which does MARA prefer?
  * Both options ok - agencies can decide
  * For purging (cleaning) converting to PDF-A has advantages
    * PST - MSG -> PDF-A
    * PDF-A - sustainability for State
    * Is occurring on backend - only when they need to.

Google Apps for Gov.
- Do - Implementation was a failure
- Anything sent or received is captured in a separate system
  * State would not have this capability
  * State would need to back up email w/ ERSC
- State looking to do hybrid/enterprise scheduling

Policy, Schedules & Training
- Give new permission to modifying 4,000 dispositional
- 1,000 per perm

- RM policy is currently being rewritten
  - trying to keep policy med. neutral
  - focusing on Bureau as a whole
  - want to re-affirm roles & respons.
  - want standardize RM
- Training - targeting senior & managers
  - tested in office of policy
  - want to scale up the Bureau
  - still determining a test bureau
    that could act pull resources together to do
    - initial RM day to manage; must assign a full time BRC
    - would track progress of BRC's
    - creation of RM in Bureau by ARO
    - SAD would delegate to Asst. ARO
  - Digital preservation will be integrated into policy (123rd) - including spec. media
- if approved - will be in FAM
- APO doesn't currently have authority
to allow State to take some of their
RM roles
- using IRS to get this auth.
  & into FAM/FITC
- current FAM- respect offices/org. of
  State

(b)  (5)

- "Simplified Record Scheduling"
  - condensing to Bureau level
  - some exceptions
    - "front office"
    - senior officials"
- will link behind scenes w/ a
crosswalk - new office schedules
  will stay the same

1) U - Prototype in process
  - should get in Sept/Oct.
  - DS next
  - won't get until goes to their manag.
    - senior sched. by function

- Dec. 31, 2016 - submitted to NARA
  and completed by 2019
- Enterprise wide mission
- Bureau
- Those that can’t be consolidated such as INR & INL
  - legal affairs & public affairs, DF, legal

Training
- Moving toward more mobile training
- can show RM requirements on phone or supplemented w/video
- ex. 5 minute snippets
- RDG 59
  - Reinventing communications to hit HQ, bureau & posts at same time
  - may partner SD/CIA to see how they do it

- Alicia takes lead w/prototype and the “SRS” ideas

- Bulk XML submission

- Status of Crosswalk template? get us

3D Schedules SRS - INL & front office - both at same time
- Once ARD approved - momentum on new