



# ELECTRONIC RECORDS

## Archiving for Alaska's Future

### **Welcome**

*Kay Shelton, Director of Alaska State Libraries, Archives, & Museums Division*

### **Opening Remarks & Speaker Introduction**

*Ken Nail, Jr., Alaska State Archivist*

### **Digitization of Records at the Department of Natural Resources**

*Nico Bus, Director of Support Services for the Alaska Department of Natural Resources*

### **Preserving Websites & Government Publications**

*Daniel Cornwall, Government Publications Librarian for the Alaska State Library*

### **Email Retention & Preservation: What everyone must know**

*Dean Dawson, Records Analyst with the Alaska State Archives*

### **State, National, & International Electronic Record Archives**

*Ken Nail, Jr., Alaska State Archivist*

### **Washington State's Digital Archives**

*Adam Jansen, Deputy State Archivist for the State of Washington*

# MARCH 19

**DOA Commissioner's Conference Room, 10th floor SOB, 9am to noon**

### **Videoconferenced to**

*DOA Retirement & Benefits large conference room, 6th floor Juneau SOB*

*DOA General Services facilities conference room, Ste 1970, Anchorage Atwood Building*

A question-and-answer session will follow the speakers. The meeting will be videotaped, and DVDs will be available at a later date.

# ELECTRONIC RECORDS: ARCHIVING FOR ALASKA'S FUTURE

## **Nico Bus**

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465-2406

Nico Bus is an accountant by training and has worked for the departments of Administration, Community and Regional Affairs, Labor, and Natural Resources since coming to the state in the mid-seventies. He began work with the Department of Natural Resources in 1987 and has served in several capacities, including deputy director and Director of Support Services.

Mr. Bus will present an account of his Department's efforts to digitize records. With a goal of improving facility management and eliminating duplication, DNR's digitized records have greatly enhanced public access. Nico will also talk about how his section found funding to finance this special project.

## **Daniel Cornwall**

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465-2927

Daniel Cornwall is the coordinator of the Alaska State Publications Program for the Alaska State Library. He has a B.A. from the University of California and an M.L.S. from the University of Texas at Austin. Daniel has held his current position since November 1999 and is a frequent speaker on state and federal information resources.

The Alaska State Library has been taking monthly snapshots of state agency websites since mid-2004. Mr. Cornwall will talk about how these snapshots are taken, how electronic state publications are harvested from them, and how the State Library is attempting to preserve these publications.

## **Dean Dawson**

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465-2276

Dean Dawson has served the state for over 13 years as a records analyst. Most recently, Dean assisted in drafting the SOA Email Retention & Records Policy. He has been a Certified Records Manager for six years, one of only three in Alaska.

Dean will briefly discuss email issues including "record" email, retention guidelines and enterprise archiving software.

## **Ken Nail, Jr.**

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465-2275

Ken Nail, Jr., holds a B.A. and M.L.S. from University of Mississippi. He served as assistant archivist for the Department of Archives and Special Collections at the University of Mississippi and served as archivist for the Kennedy Space Center and Montgomery County, Alabama. Mr. Nail has served as the Alaska State Archivist since 2003.

Ken will describe digital archives efforts in several states, the National Archives, and the European Union. He will discuss the two potential scenarios for Alaska: the traditional custodial model where the State Archives will control and house electronic records archives and the distributed custodial model where digital archives would be maintained by ETS.

## **Adam Jansen**

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(509)235-7500 x201

Adam Jansen is the Deputy State Archivist for the State of Washington where he manages a first-of-its-kind digital archives. He is on the board of directors for the National Association of Government Archives and Records Administrators and is a frequent speaker on electronic records management.

Mr. Jansen will speak about his experience designing, building, and managing the digital records keeping system for the state of Washington and he will share his thoughts on the future of digital record preservation.

