



Bill Analysis

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Sponsor:

Bill Number: AB 1429

Related Bills: See Legislative
History

Introduced: February 19, 2021

SUBJECT

Agency Records Management Training

SUMMARY

This bill would, under the Government Code, require the Records Management Coordinator of each agency to provide training to all personnel in the agency who prepare, own, use, or retain public records on behalf of the agency, as specified.

RECOMMENDATION

No position.

SUMMARY OF AMENDMENTS

Not applicable.

REASON FOR THE BILL

The reason for this bill is to ensure that other records management personnel in the same state agency or department receive training for records management.

ANALYSIS

This bill would require the Records Management Coordinator (Coordinator) of an agency to provide training to all personnel in the agency who prepare, own, use, or retain public records on behalf of the agency. In addition, the Coordinator shall confirm that agency personnel, complete the records management training within 60 days of employment and complete a refresher records management training annually thereafter.

Effective/Operative Date

This bill would become effective and operative January 1, 2022.

Introduced February 19, 2021

Federal/State Law

Federal Law

No provision comparable in federal law.

State Law

The State Records Management Act (Government Code sections 12270 *et seq.*), requires each agency to have an appointed Coordinator. The Coordinator is required to attend records management training offered by the Secretary of State and is responsible for coordinating the agency's records management program. Amongst other duties, the Coordinator acts as the liaison between the agency and the California Records Management Program, State Records Center, and the State Records Appraisal Program, as specified.

Implementation Considerations

Implementing this bill would not significantly impact the department's programs and operations.

Technical Considerations

None noted.

Policy Considerations

None noted.

LEGISLATIVE HISTORY

AB 469 (Petrie-Norris, Chapter 302, Statutes of 2019), required the head of each state agency to appoint a representative from that agency to serve as the Records Management Coordinator.

PROGRAM BACKGROUND

None noted.

FISCAL IMPACT

The department's costs to implement this bill have yet to be determined. As the bill moves through the legislative process, costs will be identified.

ECONOMIC IMPACT

Revenue Estimate

This bill as introduced February 19, 2021, would not impact state income or franchise tax revenue.

LEGAL IMPACT

None noted.

APPOINTMENTS

None noted.

SUPPORT/OPPOSITION

To be determined.

ARGUMENTS

To be determined.

LEGISLATIVE CONTACT

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