

**Meeting Minutes of the July 30, 2004 State Historical Records Advisory Board held at the
Nez Perce National Historical Park, Lapwai, ID
9:00 am - 4:00 pm**

Board members in attendance:

Pam Babbitt, Blaine Blake, Duane Bogstie, Denton Darrington, Larry Ghan, Byron Johnson, Julian Matthews, Mary Reed, Darrell M. Roskelley, Steve Smylie, Alan Virta, Steve Walker, Robin Wilson. Details on Board members available at <http://www.idahohistory.net/SHRAB2004list.pdf>

Chair: Steve Walker.

Not in attendance: Carol Schreiber

Visitors: Linda Morton-Keithly; Levi J. Holt, Assistant Secretary Treasurer of the Nez-Perce Tribal Executive Committee

Agenda:

9:00 - 9:15 Welcome to SHRAB members and introductions

9:15 - 9:45 Report on NHPRC SHRAB Grant #2003-043 Steve Walker

9:45 - 12:00 Selection of Deputy State Historical Records Coordinator and Secretary;
Review of past accomplishments and future needs; Report to Governor

12:00 - 1:30 Lunch at Lapwai

1:00 - 3:00 SHRAB Plans for 2004-2005; future grants

3:00 - 4:00 Behind the scenes tour of Nez Perce National Historical Park museum

NHPRC SHRAB Grant report: Steve Walker

One of the things we were pushing with this grant was the availability of web-based training. I have contacted all the elected officials, the cities, counties and numerous officials and various agencies, like the Boise Chapter of ARMA¹, contacted all the state officials in the various state agencies –

The problem – you can lead a horse to water, but you can't make them drink.

We thought that offering by offering free training that would cost otherwise cost hundreds of dollars that we would have lots of people taking it, but we've had 15 (organizations?) .

Most of the responses/questions have fallen into several types:

- I don't have time/ pressed for time
- How soon does this have to be done? Steve: by the end of the year.
- Is this spam?
- People don't see how disaster preparedness applies to them.

Steve will have to approach Sheriffs and Clerk's organization and emphasize that this [disasters] could happen to them. There is a real resistance to using on-line training, even though the same organizations don't have travel money to send staff to face-to-face workshops. A dislike of doing things on computers.

Steve is arranging workshops on business continuity [disaster prevention and records management] in the seven judicial districts. He observed that the staffs that work with the records see the need for this [disaster preparedness]- but their superiors do not. That's the problem, and the staff have to have their superior's permission to participate in training.

Cascade County – two days ago, he gave a short presentation to the Cascade [County] Clerk's office. A third floor is being added to their courthouse building, causing problems, and one of the biggest causes of fire is during retrofits/reconstruction of existing buildings. So he asked them if something were to happen

¹ Association of Records Managers and Administrators

(like a fire) would they be prepared? They said, “No! We’d be lost.” They reported that they would lose everything because everything [all their records] are in the Courthouse, paper records, microfilm, etc.

Steve observed that no business works like this, or could.

Cascade and McCall had an earthquake earlier this year. They didn’t even realize this could happen. All of Idaho is an earthquake-prone area.

Question – How about a brochure promoting the training, making telephone calls?

Suggestion – contact ICRM – county insurance programs; Idaho Association of Counties monthly magazine.

Steve has spoken to the counties association about the availability of and need for the training, but that’s as far as it’s gone.

Denton - Do you find that the folks you talk to don’t understand that “Today’s actions are tomorrow’s history?” Steve concurs. Mary Reed says this is her “stump speech”.

One of the things that Steve has run into constantly, when visiting the counties “Oh you’re Historical Society, you’re only interested in old records...” He then explains that he’s with the State Archives portion of the SHS, and that the Archives manages records from Territorial times up to last year, and this is a revelation to them. They also don’t realize that the Archives (and SHS) is part of a state agency. They try to hand over non-governmental records.

There is a constant need for education.

Documentary Heritage Month – October

Steve hopes to promote heavily “Documentary History Month” during October this year.

Mary Reed/Pam – mentioned that there is training for newly elected mayors and city and county clerks, wondered if as a part of this new training something about records and preservation issues couldn’t be included.

Report on NHPRC Grant #2003-043

Steve reported on the mix of responses from the body of the SHRAB membership, including the fact that some had expressed the belief that the records the proposed project focused on did not seem to be archival because they were electronic. This aspect was discussed, with Robin Wilson abstaining, as the author of the proposal for Idaho State University. Steve closed the report by stating that he would write the summary of responses for submission to the NHPRC.

Nez Perce Tribal speaker

Julian introduces Levi J. Holt, Assistant Secretary Treasurer of the Nez-Perce Tribal Executive Committee

Levi provided a welcome on behalf of the Nez-Perce Tribe. The following is a transcription of his words from the meeting tape.

“We watch closely the performance of the [Nez Perce] Executive Committee.” He said. He feels strongly about the history of the Tribe, and its involvement with the state, county, local community and the federal government. He expressed the belief that good cooperation, communication and coordination are key to good neighborly relations, and that the Tribe enjoys that. Levi particularly enjoys the thought of the SHRAB’s work, as they look to engage in history and historical events. This is something that the Nez

Perce are always challenged by: as they understand it, “the non-Indian largely is about and has been about documentation on the paper, while the tribal communities and nations such as Nez Perce have been about oral histories.” The Tribe looks back over the course of recent times to document their presence, and cite the historicals [their histories]. The Nez Perce have accustomed places and practices they fall back upon, such as the Stevens treaty and the 1855 negotiations that largely brought the Nez Perce forward and the associated documentation, but of course, these records still leave a lot of their history unrecorded that was not “on the table”. It appears to him that the SHRAB’s mission addresses their efforts to establish a blended history and tell a story for the citizens of this nation. They seek to document what was in the region/Idaho prior to the coming of the non-Indian. While their elders cite back to times that are dependent on their statements, it has become important to record their memories in other ways. Levi spoke with concern about the Tribe’s history and how, for example, because as a people they do not believe in individual land ownership, they haven’t established deeds and boundaries, and are still governed by usual and accustomed practices, instead of documentation. He expressed a hope that a relationship with the SHRAB would be part of a new approach to their history.

Steve opened the table for questions and conversation.

Byron Johnson - reintroduced himself to Levi, as they had apparently met previously some years ago. Byron then asked if Levi could update us on the Tribes plans related to the Lewis & Clark Bicentennial. Byron then had a question about something he had encountered in Lewiston. There is a restored home there of an Indian Agent, Robert Newell [sp?] whom he had never heard of, so he asked Levi if he had. Levi reported he had not, but that he would look into this.

Byron went on to make the point that the restoration represented a model of a project type that he feels could work in Idaho. It was a joint project of the Oregon State Parks, their Historical Society and the Daughters of the American Revolution. They raised the money jointly. The restored building also appeals to Byron because it is being used to display (upstairs) the inaugural gowns of all the former governor’s wives, as well as a collection of tribal artifacts; downstairs is used to present a mockup of period living quarters. Byron went on to express the feeling that this seemed like something that could be done in Idaho, where no one historical organization can afford to fund projects of this type, whereas, by combining efforts could come up with something very special.

Mary Reed – saw the monument to the Nez Perce people at St. Louis and was impressed.

Carol – Stated that she was glad to have Julian with us. She asked how much written history does the tribe have?

Levi – He responded that the tribes have recently begun preservation of materials, including written materials. They are looking to other repositories for clues. He noted that their history is tied to the land’s history, and that land records are an important means to look into their history. The Tribe was selected as a signature event of the Bicentennial, a painful reminder of the need to muster the resources for a commemoration.

Byron Johnson recites his poem – Terrain

COSHRC Annual Meeting Report – Steve Walker

The COSHRC meeting was held at the National Association of Government Archivists and Records Administrators (NAGARA) conference held in Phoenix, AZ, July 15-17, 2004. Steve Walker and Robin Wilson both attended. Steve showed the State Records Coordinators’ Manual which was distributed during that meeting, and discussed the resource it represents. It will be available at the COSHRC website by end of August. He also mentioned the upcoming survey of the states that COSHRC will be performing. <http://www.coshrc.org/projects/2004survey/index.htm>

The meeting included a real emphasis on the importance of the SHRABs in the states, as well as the state archives and archivists. The point was made that this is true due to the fact that COSHRC – will be pushing for federal support of state archives modeled after LSTA grant programs (national Library Association grants). COSHRC noted there is greater recognition of the role of state archives, especially following the federal 9-11 commission report. There is a need for the management of information on all levels of government, both for security and longevity, and that there is a need for unified plans across the states; an effort to achieve consensus.

Revision of the Strategic Plan

There was discussion of the need to develop a new strategic plan and report on what has been accomplished of the items that was identified in the previous plan. Idaho was the last state to have a State Archives and State Records Center. In light of this, the fact that so many items identified in the previous plan have been completed, is important to recognize.

Steve W. points out the electronic records were not addressed at all, and should be. The print quantity was discussed, enough to send one to each county, city government, state agency and the SHRAB NHPRC grant can pay for it. The request for this must be done by October 1, 2004. Pam volunteered to help the Strategic Plan. Robin volunteered to review the document. Duane offered to check on present day cost to print.

Steve W. introduced the fact that the National Electronic Communications Coordination Council (NECCC) will be meeting in Boise, October 5,6,7, 2004. They will be presenting model electronic records management plans for the states.

Call for Deputy Coordinator Appointment

Steve W. called for the appointment of a Deputy Coordinator to assist the State Coordinator, as an alternate to speak for State Coordinator, to be available to assist in running the SHRAB meetings, indicating that the bylaws allow for this. Steve W. called for appointments or volunteers for this position. Blaine Bake moved, Larry Ghan seconded – Duane Bogstie was appointed to be Deputy Coordinator. Blaine Bake asked about having a secretary. He then proposed that Robin Wilson hold this spot, with the duty to prepare the minutes, take notes, etc. Larry Ghan seconded – vote unanimously. Robin Wilson appointed Secretary.

SHRAB appointments

Steve W. suggested consideration of Jeffrey Bryant. Although the Board is currently full, in October there will be openings if the Governor doesn't reappoint all of the members. The consensus was to exchange ideas for new members, by phone and email, prior to the next meeting to recommend to the Governor.

Letter to the Governor

There was general agreement that it is time to compose a letter to the Governor.

One version – send a cover letter to the Governor with a copy of the meeting minutes each time the SHRAB meets.

Another version – compose a letter stating the position of the SHRAB on the recommendation of the Blue Ribbon Task Force as pertains to the SHS, the State Archives, State Library and State Records Center mergers. (Blaine Bake)

There was considerable discussion on this point – the conclusion was that some sort of letter should be composed, that it should be kept short, and that it perhaps should contain a link to the SHRAB minutes on the web. Discussion ranged from the wisdom of making a call to the Governor's office versus sending a letter in writing. The conclusion was that even if a staffer reads or looks at such a letter, it would be better than not writing.

Byron – Made the point that we should also address the State Board of Education, since the SHS and the Archives are within their scope.

Discussion came around to the idea of scheduling a meeting with the Governor and the SHRAB.

Consensus was to have the Steve Smylie, Denton Darrington, Byron, and Blaine (in some combination) approach the Governor directly, present the Strategic Plan (revised), and to try for sometime in October, perhaps the week of the SHRAB and SHS Trustees meeting.

Pam Ahrens and Steve Guerber are in favor of the merger of the Records Center and the State Archives. Historical Society Annual Meeting is October 21, 2004, with their Board of Trustees Meeting is on the October 22. The Board Secretary will be contacted to ask if they would agree to have SHRAB member come speak to them at that time.

Steve Walker recognizes Linda Morton-Keithley

Linda Morton-Keithley began by asking if the Board had received the email/notes she distributed in advance of the meeting. She had distributed the old version HB788.

Linda reports the following:

It is Steve Guerber's (Director of the State Historical Society) plan to divide the previously submitted legislation into 4 sections -

- Funding piece – to ask for a \$10 fee for permanent building fund when paying taxes –
 - \$10 increase to \$20, this would mean a split would go to SHS.
- Historic Preservation portion – SHPO and the historic sites
- Idaho Association of Museum portion – Linda hadn't seen the text of this portion
- Archival Authority – She asked if there are any revisions needed

Pam – Who drafted the Archival section?

Linda M-K. - Kay Manweiller, the SHS Deputy Attorney General, drafted the new language relative to the work scope of the SHS, spelling out the limits of the scope of SHS and the Bureau of Vital Records (Health and Welfare).

It was noted that if the language included a merger of the State Archives and the Bureau of Vital Records, this would constitute a merger recommended by the Blue Ribbon commission.

Blaine presented Robin's notes on the revision language (an analysis of the related Idaho Code that had been impacted by HB788 as originally written). Via Linda M-K.: Steve G. gave the impression that he had no idea that this interpretation was possible.

Linda M-K. stated that they (SHS) want to clarify this language by working with the SHRAB. Steve G. spoke to the City and County Clerks.

The House bill by Annette Mooney was discussed. [This bill was presented to the legislature at the same approximate time as HB788, but it died in committee] and if anyone knew what that proposed legislation was about?

Steve W. – She was looking for some sort of clarification and standards on scanned records.

Mention was made that the bill author thinks that they can legitimately scan original documents and destroy the paper version, even when the documents are permanent/archival. Also, the OASI standard in use in Kentucky and Michigan for imaging state records was mentioned.

Duane – Expressed that Steve G. had wrong impression of speaking against HB788, he and those who attended want to get the language of the bill straight and participate earlier (Blaine echoes) in the cycle of the bill.

There was a discussion that there are brochures that could be handed out to various offices, since there isn't any money for mailings. Also discussed handing them out at conventions (Sheriffs, etc.). This was last done at the beginning of Steve's time in office. Steve explained that he, as State Archivist, can only go to speak if invited. Steve volunteered to coordinate the effort of the SHRAB to pass these out, go out to speak.

The momentum that has been built by recent efforts, the State Archives has become a major resource for the historical researchers of the state. The records are much better arranged in the State Archives than previously. The consensus was that while archival and recordkeeping matters are not perfect, things are much improved over the conditions just a few years ago. Now there is a long-term plan for preserving the records of Idaho.