

Statutory Recommendations	Finding #1: Any strategies for improving ERM need to be coordinated, effective, and implemented.	Finding #2: Records management needs to be a higher priority.	Finding #3: Statutes for records management need to be clarified/strengthened.	Finding #4: Any ERM improvements need to be adequately funded.	Finding #5: State and local governments need more guidance.	Finding #6: Montana needs a way to permanently archive electronic records both at agencies and at MHS	Finding #7: Montana needs to ensure that records are managed to uphold the rights of Article II, Sections 8, 9, and 10 of the Montana Constitution.	Finding #8: Montana needs to utilize technology in fulfilling ERM with collaboration from both the IT and RM communities.
Require joint approval of new IT systems (purchased or homegrown) by records authority and DOA (2-6-214, MCA)	X		X					
Create a statutory advisory council for RM	X	X						
Strengthen qualification req'ts of agency records custodians (2-6-213, MCA)	X	X	X				X	
Create or empower position with compliance authority	X	X	X				X	
Include RM components in IT strategic planning and budgeting (2-17-524, MCA, for IT strategic planning)	X	X	X	X		X		X
Make elected or appointed officials of each agency or local government subdivision responsible for RM (2-6-213, MCA; 2-6-40?, MCA)	X	X	X				X	
Non-statutory recommendations								
Utilize a 3rd party consultant to assess enterprise ERM, analyze business needs, and develop strategic and tactical plans	X	X			X	X	X	X
Require records management training of all public employees	X	X			X		X	
Funding strategies TBD	X	X		X				
Improve web-based resources and increase training opportunities	X	X			X		X	X
Further adoption of rules, standards, guidelines	X	X			X		X	
Create a digital archives at MHS or contract with a vendor		X				X	X	X
Ensure agency ERM systems have permanent archiving capability		X				X	X	X