

STATE OF PERMITS AND INSPECTORS, UTILISYNC UPDATE

- Rhett presented an update on the current state of the program showing the statistics from ZipFlow. He also gave an end of the year report for permits issued and updated the group on new QSI applicants
- Rhett also updated the committee on the status of the UtiliSync updates and upgrades to ZipFlow, the current permitting software.

RECORDS RETENTION DISCUSSION

- Rhett began the discussion by showing the group, phrasing in the admin rule requiring daily inspections to be kept by owner/operators for one year and a day and asked the group if they are still comfortable with that. The group was in agreement.
- A discussion is centered on the records of the inspector and retention of Utah Certificate of Inspection. The inspector upon completion of their work provides this to the owner/operator who is then responsible to upload it as part of the permit process. A tentative decision was reached, for inspectors to keep their form and 1 year and 1 day.
- The discussion moved to a viewing of the Archives and Records website for the state of Utah, specifically looking at the retention requirements currently in place for the Ropeway Group. This was done to gain some perspective regarding what is already in place and what this group can use as a framework.
- The committee is tentatively looking at a 5 year holding period for documents that are submitted to the director as part of the Amusement Safety permitting process.

ROUNDTABLE

- A discussion was centered on the topic of Government Data Privacy
- Jimmy updated the group about changes ongoing at Lagoon.
- Ben updated the group on his attendance at the October ASTM meeting

MEETING ADJOURNMENT

- Ben made a motion to adjourn and that was seconded by Jimmy and the meeting was adjourned.