



State of Georgia – GovCloud Records Pilot Vision and Strategy Plan

Facilitated by James McGriff
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SLED@penielsolutions.com

Vision Statement

To empower Georgia's state and local agencies with a modern, secure, and scalable records management platform—GovCloud Records—that simplifies compliance, enhances accessibility, and supports operational excellence through a collaborative, no-cost pilot initiative.

Strategic Objectives

- Tailor GovCloud Records to Georgia's statutory and operational requirements.
- Engage stakeholders across records management, law enforcement, and IT.
- Demonstrate compliance with state and federal records mandates.
- Foster innovation through voluntary collaboration and feedback loops.
- Deliver a working pilot by the end of Q1 2026.

Implementation Timeline (Q4 2025 – Q1 2026)

Monthly Meeting Plan – Records Professionals Task Force

Frequency: Monthly (**First Tuesday**) at **2:00 PM**

Duration: 90 minutes

Month	Milestone
October 2025	Kickoff meetings, task force formation, requirements gathering
November 2025	Initial configuration of GovCloud Records, compliance mapping
December 2025	Prototype demonstration, feedback collection
January 2026	Iterative improvements, user training sessions
February 2026	Final testing and validation
March 2026	Pilot launch and documentation handoff

Agenda Template

1. Welcome & Updates (10 min)
2. Review of Prior Action Items (10 min)
3. Compliance & Policy Alignment (20 min)
4. User Experience Feedback (20 min)
5. Training & Adoption Planning (15 min)
6. Open Discussion / Q&A (10 min)
7. Next Steps & Assignments (5 min)

Monthly Meeting Plan – Developer & Technical Team Sync

Frequency: Monthly (Third Thursday) @ 9:00 AM

Duration: 60 minutes

Facilitator: James McGriff

Agenda Template

8. Sprint Progress Review (10 min)
9. Feature Demonstrations (15 min)
10. Technical Challenges & Resolutions (15 min)
11. Security & Compliance Checks (10 min)
12. Upcoming Development Milestones (10 min)

Key Roles & Responsibilities

Role	Responsibility
PSL Project Lead	Overall coordination, funding, and delivery
Georgia Records Association	Stakeholder engagement and feedback
Records Professionals	Requirements definition and validation
IT & Developers	Configuration, integration, and testing
Law Enforcement Reps	Statutory compliance and operational input