

**ARMA - GREAT NORTHWEST REGION  
CHAPTER MEETING TOPICS/SPEAKERS  
FOR 2004-2005**

**ANCHORAGE CHAPTER**

Privacy Issues in Records and Information Services – Bill Evans, Dorsey & Whitney, LLP  
Electronic Document Management – Ross Toole

Managing Records for a Large Multinational Firm – Tom Osterkamp & David Fison,  
ConocoPhillips.

HIPPA Compliance in Everyday Business: Guidelines for Maintaining Privacy and Keeping Up-  
to-date, Carolyn Heyman-Layne.

“Customer Service and Preparing Documents for Litigation” – Dee Wise

“Experiences with Consulting in RIM” – Jeff Schowen

Annual Spring Conference “Electronic Discovery” – Joan Feldman, Computer Forensics.

Tour of University Archives – Arlene Schmuland.

Tour of Joint Pipeline Office, by Susan Anderson, 2004 Iron Mountain Winner.

**BELLEVUE/EASTSIDE CHAPTER**

The USA Patriot Act and Records Management.

Records Management: It’s a Zoo Out There!

Electronic Records Imperative: RIM to the Rescue.

Records Management: Cost and Risk in the Corporate World.

January 2005 – “Visibility of RIM Programs: Marketing Objectives and Services”, Chapter  
Panel

February 2005 – “Information Retrieval: The New Paradigm”, Patrick Sokolan

March 2005 – “Electronic Records and Document Management 101”, Bernard Chester

May 2005 - “9/11 Survivor” – Roberta Krause

**BOISE VALLEY CHAPTER**

September 2004 – Chips and Salsa – Hardware and Software, & RIM Meet IT – What Language  
Are They Speaking and What Does It Mean? Frank Hartmann, Venturi Partners – Overview of  
Computers Hardware and Software and Kathy Skitt, Albertson Inc.

October 2004 – Ready for Anything Speaker: Steve Walker, State Archivist of Idaho. Video  
“Ready for Anything” featuring business continuity planning, risk assessment and business  
impact analysis, preventive measures, evacuation preparedness, off-site data storage, backups,  
vital records, paper documents, business recovery center, mirror center, hot sites and cleanup.

November 2004 – Records and Information Lifecycle: Charmaine Brooks.

December 2004 – Holiday Light Tour – A warm cozy bus tour of holiday lights with hot cider, cocoa and a cookie exchange.

January 2005 – HIPAA and Privacy: Kay Hall, Director of Health Information Management and HIPAA Privacy Officer at Mercy Medical Center (MMC), Nampa, Idaho. Information on HIPAA requirements and the program she implemented at Mercy Medical Center in Nampa. She covered HIPAA restrictions and penalties for violations.

February 2005 – “ARMA International’s Visible Future - Meeting Challenges and Seeking Solutions for Records and Information Management”: Cheryl Pederson, CRM, Corporate Records Policy Manager at Cargill and President of ARMA International.

March 2005 - Spring Seminar – “Building the Business Case for E Records Management” and “The Perfect Storm: Messaging and the Records Manager”: Patrick J. Cunningham. “Discovery, Spoliation & Legal Holds: Identifying a Checklist of Considerations that Trigger the Duty to Preserve Electronic Records” John J. Isaza, Esq.

April 2005 – “Benchmark Your RIM Program Using ISO 15489”: Barbara Compton, CRM, President of Cleveland ARMA Chapter, Records Manager for the Cleveland Foundation.

May 2005 – Chapter elections, awards, region activities, and “Code of Professional Conduct: Dean Koga, Stoel Rives LLP and ARMA GNW Region Coordinator.

June 2005 – Team Building and Personal Development Exercises.

## **COLUMBIA BASIN CHAPTER**

September 2004 – The Washington State Digital Archives Project: Jerry Handfield.

November 2004 – XML and the Coming Revolution: Roger Winter. An introduction to what XML is and how the XML technology will change the creation and use of documents and records in the near future.

January 2005 – Paperless at Last!: Valerie Beaver and Marlene Oaks. A case study of establishing the Integrated Document Management System now in service at Lockheed Martin.

March 2005 – “Law Firm Records and Information Management: Life in the Fast Lane”: Sue Lord.

## **MOUNT VERNON CHAPTER**

November 2004 - Career Paths in Archives & Records Management  
An information meeting that archives and records management practitioners related their personal stories of career paths leading to their current positions.

January 2005 – Electronic Records Management: How to talk the talk and walk the walk.

Angus Beaton, Software consultant from Vancouver, BC

March 2005 – A Guide to Washington State’s Electronic Imaging Systems (EIS) Approval Process. Scott Sackett, Washington State Archives

April 2005 – Public Disclosure of Electronic Police Records – Karen Flaherty, Bellingham Police Records Manager and Barbara Lechtanski, Bellingham Police Records/Records Specialist and a member of the public disclosure team.

## **OREGON CHAPTER**

September 2004 – The New Demands on Records Management Professionals Regarding the Management of Electronic Records.

October 2004 – Tour of Fort Vancouver Archives.

November 2004 – Law Firm Records and Information Management: Life in the Fast Lane.

December 2004 – Preserving Your Family History (Holiday Social).

January 2005 – Lewis and Clark Expedition.

March 2005 – Educational Seminar(s)

April 2005 – Surviving the CRM Process.

May 2005 – Annual Chapter Meeting

## **PUGET SOUND CHAPTER**

September 2004 – Electronic Records Management Strategies – Greg Mennegar, Manager of Imaging and Preservations Services for the Washington State Archives.

October 2004 – Imaging 102-Advanced Imaging: Compliance With New Regulations Through Technology – Steve Cohen, Business Development Director for Optical Laser.

November 2004 – Identity Theft: It Could Happen to You – Detective Dave Paul, Tacoma Police Department.

December 2004 – The traditional Annual Holiday Auction, to benefit the chapter scholarship budget.

January 2005 – Disaster Preparedness – Michael Saunders, Puget Sound Regional Archivist for the Washington State Archives.

February 2005 – Public Right to Know – Nancy Krier, Assistant Attorney General in the Licensing and Administrative Law Division of the Washington State AG’s Office and Linda Moran, Division Chief of the Licensing & Administrative Law Division of the AG’s Office.

March 2005 – King County’s Electronic Records Management Program – Greg Trosset, King County Records Management.

April 2005 – What a Disaster – Leslie Malek, Senior Records Analyst for National Archives and Records Administration (NARA).

May 2005 – Where Do (Dam) Retention Schedules Come From? – Andrea Bettger, Records Analyst for the City of Seattle.

June 2005 – Annual Awards Banquet.

## **GREATER SEATTLE CHAPTER**

September 2004 – Content Management and Why is It Important to Records Managers – Dick Frank, Stellent.

October 2004 – Into the Future: Preservation of Digital Records: Video presentation.

October 2004 – Sarbanes Oxley Experiences (Panel Discussion) – Allison Griffin, Computer Forensics Inc.; Nicole Smith, AT & T Wireless; Rick Boogaard, Holland America. Joint Meeting with AIIM Northwest.

November 2004 – Electronic RIM to the Rescue – Darlene Curtice, Snohomish County PUD. Joint meeting with the Bellevue Eastside Chapter.

December 2004 – Email Policies-Policy Development and Implementation – Kyle Stannert, EPA.

January 2005 – Case Study: Implementation of Electronic Record Technology – Port of Seattle Experience with Hummingbird – Vanessa Ressler, Port of Seattle.

February 2005 – Document Imaging: Case study on imaging project for the University of Washington – Barbara Benson, University of Washington.

March 2005 – Electronic Court Filing – Roger Winters, King County Court

April 2005 – Outsourcing Records Storage – Sue Gunderson, Datasite NW & Dean Koga, Stoel Rives LLP.

April 22 2005 – Joint Spring Seminar with the Puget Sound Chapter & the Bellevue Eastside Chapter. Basics: Starting from Scratch – Barbara Benson & Jennifer Winkler. Advanced Technologies: Putting the Cart Before the Horse – Art Bellis. Lunch session – Navigant Consulting (fka Computer Forensics) – David Stenhouse. Advanced Technologies: Mission Critical: preserving Electronic Records – Adam Jansen.

May 2005 – Auction for scholarships – Cinco de Mayo theme, no program.

June 2005 – RIM Around the World – Michael Hoyle and Installation of New Board Members.