



The San Diego Chapter of ARMA Presents Records Management and IT: Putting it all Together

Wednesday, May 21, 2008

11:30 AM - 1:30 PM

Holiday Inn - Mission Valley
3805 Murphy Canyon Road
San Diego, CA 92123

Special Offer
Bring a Non-Member
Pay Just \$20.00 Each
Includes Lunch

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The San Diego Chapter of ARMA International is pleased to announce that our panel discussion is back by popular demand. Join our experienced IT and Records Management professionals in an enjoyable and interactive discussion. We will continue where we left off with "Records Management and IT: Working Together" and take the next step towards "Putting it all Together". Attendees are encouraged to bring your questions and participate in the discussion.

The issue of electronic content management often is initiated with the IT department. Many times the motivation for the electronic content management involves improving organizational efficiency. It is logical for departmental managers that need to organize their vast amounts of paper, emails, and other electronic files to call on the IT department because managing electronic content involves technology. The end users and IT together may address the technology of scanning, indexing, and electronic file storage. IT will be interested in finding a solution that fits their technology infrastructure and be concerned with the level of technical support that may be required. But at some point in the process the issue of records management must be addressed.

Many questions must be raised such as; How is managing electronic content different from paper records? Which electronic content should be considered records? What about email and email attachments? What about databases and PC hard drives? What is the difference between document management and records management? How can a content management system help manage records? What are the compliance issues that need to be considered? What about disaster recovery?

The main business driver may be to gain efficiency but the organization must also reduce its exposure to risk. IT and records management must work together to effectively implement an electronic content management strategy.

As the vast array of technologies including e-mail and databases are used to create electronic records the lines between IT and Records Management become more intertwined. This electronic evolution requires that technology and records management principles be understood and respected across the two disciplines. Seminar attendees will discover how local experts in both fields are taking on these challenges in their organizations. You are encouraged to ask questions and pose your current scenarios to our expert panel.

Panel Participants:

Steve Hauser, PE, CBCP, CISSP, CDCP
Manager of Business Continuity Services at SAIC. He is responsible for developing self-directed business resilience planning and preparation programs for SAIC's Business Units and Corporate Support Operations.

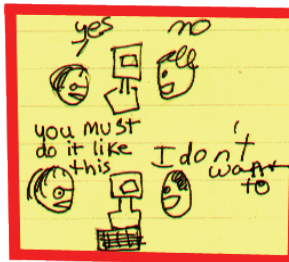
Alex Fazekas-Paul, CDIA+, ECM^P, ERM^P
Senior Records Management Analyst for Sempra Energy Solutions. Responsible for administering, developing and implementing Records and Information Management (RIM) program policy and procedure and is their ISO 9001 QMS Management Representative.

Paula Johnson, Director – Policy & Records Administration with the University of California, San Diego. Serving as Chair of the University Records Management Program, Ms. Johnson oversees records and information management policy and implementing guidelines.

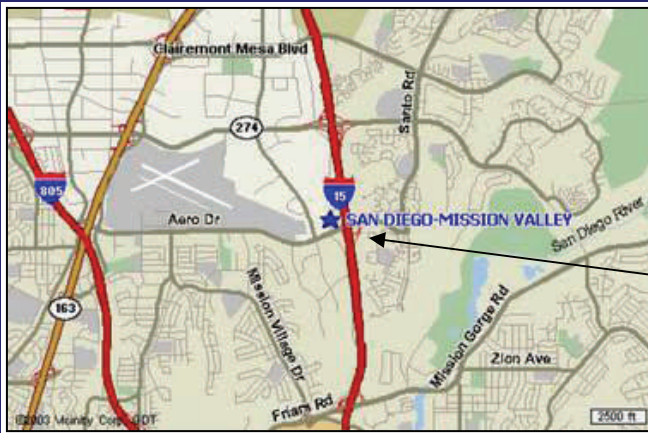
Tim Henning, Senior Programmer Analyst for Qualcomm Legal IT. Objectives are to improve business process, enforce compliance, and increase ROI using ECM technologies for the Legal department.

Moderator:

Richard Berlin, ECM^P, MBA is the ARMA San Diego Program Chairperson. As President of DocuSure, Inc. he has fifteen years of experience overseeing document imaging conversions and implementing document management solutions.



Child's Drawing, HCIL Kidsteam
Research, University of Maryland



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Records Management and IT:
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New Location:
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MEETING AGENDA

- 11:30 - 12:00 Registration and Networking**
- 12:00 - 12:15 Announcements**
- 12:15 - 1:30 Lunch and Keynote Session**

To Sign Up: FAX form to Debra Doerfler at 760-720-6917 or email ddoer@ci.carlsbad.ca.us (please indicate if Chapter member) **NO LATER** than 3:30 p.m., Monday, May 19, 2008. Cancellations later than 48 hours prior to event and No-Shows will be billed to the person registered. Payment of cash or check payment (only) is required at registration on day of event.

Please pre-register to take advantage of the \$10 savings for Chapter members!

(please circle)	Pre-Registered San Diego <u>Chapter Member</u> \$25.00	Walk-in Registration San Diego <u>Chapter Member</u> \$35.00	National ARMA or Non-Member \$35.00	Special Offer Member Plus Non-Member \$20.00 each	Vegetarian <u>Lunch</u> Yes
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***** Includes lunch *****

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