



Presidents Message

WELCOME!

Welcome all to the 2016-2017 program year of the Greater Chattanooga Area Chapter of ARMA International. We are super excited about the year to come. We have some fabulous speakers lined up and as always will be live over the web for those that can't travel as often or that far.



The Greater Chattanooga Area Chapter was once again awarded with the small category Chapter of the Year. This is the 11th year straight we have achieved this honor. We hope to continue our path of excellence with great meetings, high attendance, and awesome educational topics that will benefit everyone.

I want to thank the membership of the chapter for participating so strongly this year. And want to encourage all members to spread the word about our chapter and invite other companies, co-workers, friends, peers, etc. to attend one of our meetings.

Hope to see you at the October meeting,

Allison Elmore

President –GCAC of ARMA

OCTOBER MEETING

Topic: "Moving Records to the Cloud? – What to Consider"

Presented by Kevin Tisdell

Date: October 11, 2016

Time: 11:30 – 1:15pm

Location: The Chattanooga Hotel & Conference Center

1201 South Broad Street, Chattanooga, TN



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2016-2017 BOARD OF DIRECTORS



Allison Elmore
Chapter President

Victoria Marshall
Treasurer

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Rhonda Hazlett
Secretary

Susan Veal
V.P. Programs

Tina Campbell
Scottie Swafford

Mary Haider
V.P. Membership

Brian Joyce
Norma Parris
Board Members

A big THANK YOU to McKee Foods and Norma Parris for posting nearly 300 letters to promote the chapter and ARMA.



Congratulations to Rhonda Hazlett being voted member of the year and Mary Haider being voted Leader of the year!! You both do so much for our chapter and deserve to be recognized.

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MEMBER OF THE MONTH



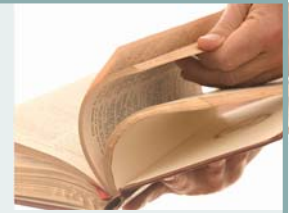
Susan Whitmire, CRM, FAI, an Information Lifecycle Governance consultant at IBM. She has 30+ years as a RIM practitioner, mostly in insurance with Unum and BCBS of Tennessee. Her experience includes RIM program development/implementation, delivering

electronic records management and email management solutions, and legal hold/eDiscovery program development. Susan earned her CRM designation in 1995 and was inducted into the ARMA International Company of Fellows in 2009 as Fellow #42.

In addition to Chapter and Region roles, she served on ARMA Internationals Board of Directors from 1999 to 2004 and served as Chairman of the Board of Trustees on the ARMA International Educational Foundation from 2007 to 2010. Susan speaks regularly at a variety of venues.

ARMA CHATTANOOGA

OCTOBER 2016 NEWSLETTER



EDUCATION CORNER BY MARY W. HAIDER, EDUCATION CHAIR

At each meeting during this ARMA year of 2016-2017 the Education Corner will be looking at various aspects of Information Governance. The Information Governance Initiative has introduced a broad range of discussions in terms of how IG relates to the established RIM program (Records and Information Management). There are multiple ideas, definitions and implementations including:

- Information Governance is a new business function that gathers all the various functions related to managing information into one unit (i.e. Legal, Security, Compliance, Risk, IT and RIM)
- Information Governance is a software product
- Information Governance is a multi-disciplinary approach to managing records and information
- Information Governance is more than a RIM program

After reviewing a wide variety of whitepapers, reviews and presentations it appears to me that the focus for standardizing the management of business records revolves around a collaborative effort including (as detailed on Wikipedia from IGI Publishes 2014 Annual Report):

- Security and protection
- Compliance
- Data Governance
- Electronic Discovery
- Risk Management
- Privacy
- Data Storage
- Archiving
- Knowledge Management
- Business Operations and Management
- Audit
- Analytics
- Information Technology Management
- Master Data Management
- Enterprise Architecture
- Business Intelligence
- Big Data
- Data Science
- Finance

This shouldn't surprise most Records and Information Managers. We've been working with many if not most of these business functions for many years. What is encouraging is that the business functions that focus primarily on the digital records now want to be part of the team. Hooray!!!

As Records and Information Managers, we will expand our efforts to include all these interested parties to ensure that our policies, procedures, guidelines and training reflect the interests of everyone associated with the full Life Cycle Management of recorded information.

- Step One is to identify the business functions and the managers for each in our organizations.
- Step Two is to initiate a working relationship with each by inviting them to your RIM/IG TABLE.

For additional information and ideas I recommend that you view the 'Session of the Month - CF13-3483 Changing an Organization's Culture Through RIM Touch Points' by Randy Moeller at Proctor & Gamble. Randy introduces the idea of Communities of Practice to avoid "turf wars" that could be created by trying to restructure the organization to include a new Information Governance function.

All ARMA members can access this presentation by logging into My ARMA at arma.org. When your member info appears, look near the bottom where your Chapter membership is listed. Click on Session of the Month. Next select the category "Business Value" and then select "CF13-3483 Changing an Organization's Culture Through RIM Touch Points". The presentation is about 60 minutes. I think you will find several good ideas that you can use in your organization.

The Greater Chattanooga Chapter promotes and recognizes the importance of participation by awarding points to those who support ARMA activities at both the local and the international level. Points are earned by attending meetings, bringing guests, and by serving the Chapter as an officer or committee member. At the June meeting accumulated points are rewarded. The more you participate, the more points you can earn!

Support the Chapter Points

- Attend Workshops 100
- Attend Luncheon Meetings 200
- Attend Dinner Meeting 300
- Bring a Guest 100
- Attend Regional Conf. 400
- Perfect Attendance (Sept-May) 500

Support ARMA International

- Attend Annual Conference 200

Get Creative

- Submit article for newsletter 200
(excludes routine notices, etc.)
- Teach a pre-meeting Education Session 200

Get Involved Locally

- Be a Committee Chair 150
- Be a Committee Member 100
- Attend a Board Meeting 100

COMMITTEE CHAIRPERSONS

- Chapter Foundation Champion – Susan Whitmire, CRM, FAI
- Communications – Rhonda Hazlett
- Education – Mary Haider, CRM
- Hospitality – Rhonda Hazlett
- ICRM Liaison – Leanne Bostwick
- Newsletter – Kela Wright
- Publicity – Scottie Swafford
- Webmaster – Victoria Marshall
- Yearbook/Historian – Shari Hooks

2016 POINTS TOTALS

Beene, CRM	Phyllis	400
Bostwick	Leanne	200
Campbell	Tina	300
Christain	Ashley	
Culver	Amy	
Elmore	Allison	1150
Gray	Sue	200
Haider	Mary	550
Hazlett	Rhonda	650
Hooks	Shari	
Jackson	Dennis	
Johnson	Linda	
Johnson	Sarah	400
Joyce	Brian	500
Kimbrough	Charles	
Kologek	Ian	
Leonard	Glenn	200
Long, CRM	Gregg	550
Marshall	Deborah	
Marshall	Victoria	150
Miller, CRM	Lorraine	
Parris	Norma	500
Patterson	Gail	
Pettway	Robert	
Scroggins	Kelly	
Shirley	Heather	100
Stoddard, CRM	Catherine	
Swafford	Scottie	550
Tisdell	Kevin	300
Veal	Susan	550
Whitmire, CRM	Susan	600
Wright	Kela	500

NEWSLETTER ADVERTISING RATES

Business Card Size	\$5.00
Quarter Page	\$10.00
Half Page	\$20.00
Full Page	\$40.00

Choo Choo Chatter is the official publication of the Greater Chattanooga Chapter of ARMA International and is published monthly in Chattanooga, TN, for its members and other Records and Information Professionals.

Kela Wright, Editor

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The Information contained in this newsletter does not necessarily reflect the views of the editor, the Chapter membership or ARMA and is offered solely as a source of information.

Please direct any inquiries or comments to:

Newsletter Editor

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Contributions or gifts to the Greater Chattanooga Area Chapter are NOT deductible contributions for U.S. Federal tax purposes. Membership dues and other payments may be deductible as ordinary business expenses.

Contributions or gifts to ARMA are NOT tax deductible as charitable contributions for U.S. Federal Income Tax purposes.

MEETING & LUNCHEON RATES

Luncheon Price is \$20.00

Webinar Price is \$10.00



TREASURES REPORT

ARMA - Greater Chattanooga Area Chapter - Treasurer's Report			
May 2016			
5/31/2016			
Money Market	0.12		\$3,001.63
Savings			\$25.19
Checking			\$1,413.01
			\$4,439.83
Beginning Checking Balance			\$2,323.75
Deposits:			
05/19/16	ARMA Int		\$105.00
Total Deposits			\$105.00
Disbursements:			
5/4/2016	Kevin Bley	Hotel Reimb	\$206.89
5/4/2016	Victoria Marshall	Memphis Shred Day-Hotel	\$246.02
5/11/2016	Gregg Long	May Mtg Giveaways	\$562.83
Total Disbursements			\$1,015.74
Balance			\$1,413.01
	Library fund balance		\$219.00
Respectfully Submitted,			
Victoria Marshall, Treasurer			

