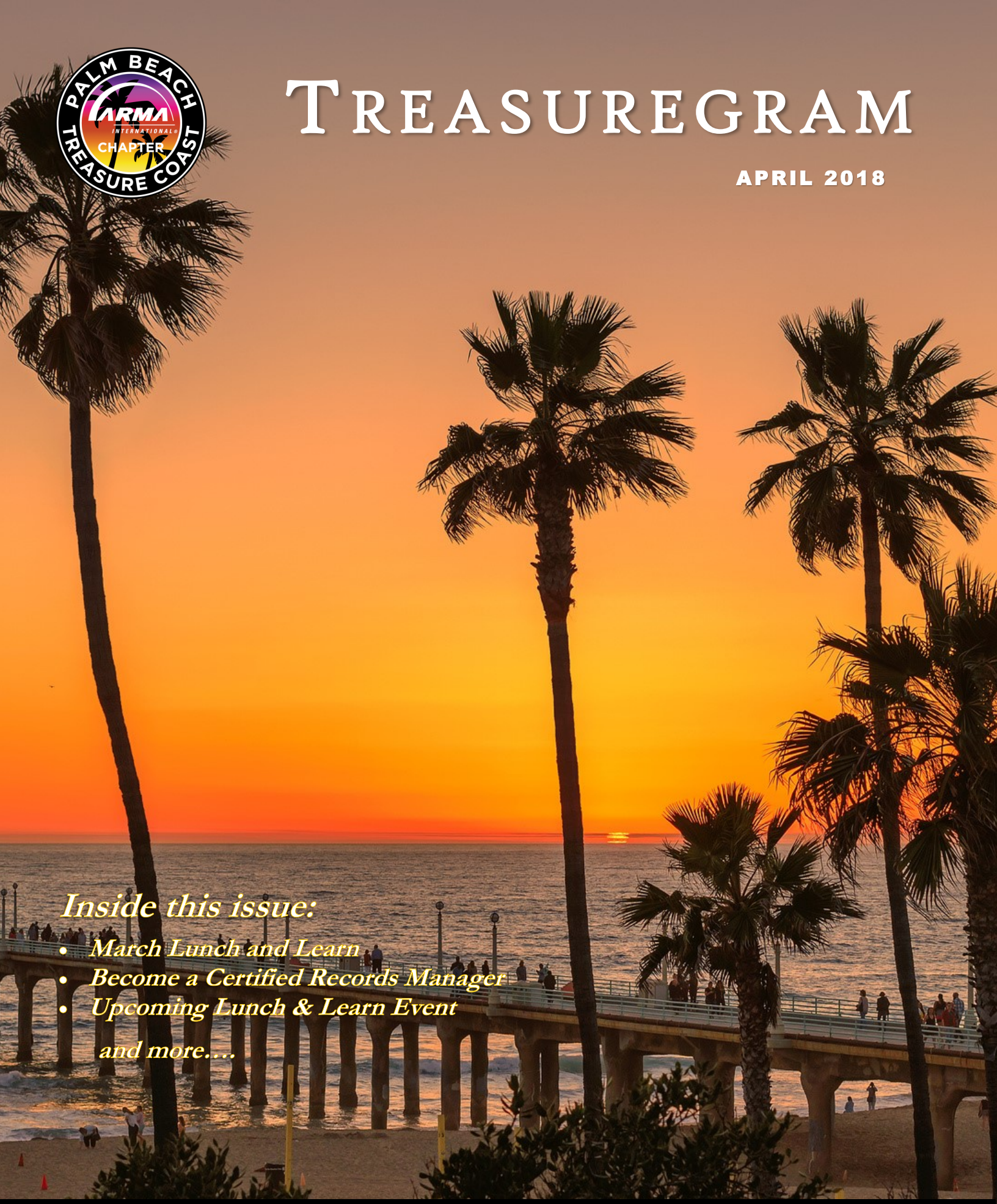
TREASUREGRAM

APRIL 2018



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Palm Beach-Treasure Coast Chapter Newsletter

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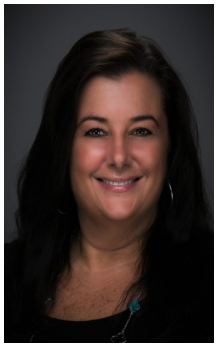

Greetings ARMA Members & Friends!

April is here…and with it comes not only April showers, but also Records and Information Management (RIM) Month. ARMA, in its twenty-third year, will be providing its members with thought leadership pieces, online resources, and educational tools that reinforce the importance of records management and information governance.

http://www.arma.org/?page=RimMonth

We are ramping up to provide another fun-filled Lunch & Learn, **"The Effect of Public Records Law on Public and Private Agencies,"** for June. Stay tuned more details coming soon!!

Keep an eye on your inbox later this week for details on our first CRM study group. If you have not already submitted your name to participate, please contact Kathy Levas at: klevas@swa.org to be added to the list.

We look forward to seeing you in June!

Regards,

Laurie

Laurie VanDoezelaar
President
Palm Beach-Treasure Coast Chapter of ARMA

EXPIRATION DATE DISPOSITION MATTERS

March Lunch & Learn

Our March Lunch & Learn was probably the best of the year - for those keeping track, we've only had one - but, by far the best. Our featured speaker was one of our own chapter directors, Lucy Ungaro. Ms. Ungaro is an accomplished RIM professional who has 20 years of background experience in the records management industry. Her presentation outlined the pitfalls of document hoarding. Attendees were a cross section from public and private agencies which created a perfect platform for a lively Q&A session.

The audience was entranced by the presentation, as well as by the presenter. Everyone enjoyed a delicious lunch in the company of peers. There was learning, laughter, food, and camaraderie; all great ingredients for an awesome learning experience.

For our next Lunch & Learn, we have secured speaker, Janette Smith. Janette is the Assistant General Counsel for the Broward County School Board. Her topic will cover some of the intricacies of Florida Statute Chapter 119 Public Records for public and private agencies. Stay tuned for more details.

During session

Special Thanks to our Platinum Level Sponsor FileBound

upland FileBound

LUNCH & Learn

Save the Date!

Lunch & Learn Event

JUNE 15, 2018

Subject : ***The Effect of Public Records Law on Public and Private Agencies***

Time: **11:30 AM - 1:00 PM**

Cost: **$10 members**

$15 non-members

Location: **Lake Worth Drainage District**
13081 South Military Trail
Delray Beach, FL 33484

Please visit our website to access the new secured Members Only Page Under Login/Sign Up

You will find our featured presentations, future events, and more.

Must register first!

UPCOMING EVENTS

June 15, 2018 — Lunch & Learn
September 14, 2018 — Lunch & Learn
November 2018 — Annual Chapter Conference

Constitution Day 2017
The Legal Community Can Influence Florida Constitutional Revisions

by Janette M. Smith

This year, for Constitution Day 2017, the Broward County Bar Association (BCBA) is providing a forum with an esteemed panel to educate the legal community on the process and power of the Constitutional Review Commission (CRC).

Please join BCBA on September 19, 2017, at the Hyatt Pier 66 - Pier Top from 5:30 to 8:00 p.m. The prestigious panel will include CRC Commissioners former Senator Christopher L. Smith, Fred E. Karlinsky, and moderated by Florida Bar Board of Governor Jay Cohen. Thank you to our Title Sponsor Florida Power and Light. Please visit browardbar.org/calendar for more information on the event and sponsorship opportunities.

What is the CRC?

The CRC is a committee of thirty-seven (37) appointed members who assemble every twenty years to review and propose changes to our Florida Constitution. The committee's recommended amendments will be submitted to the voters on the November 2018 ballot and will require 60 percent voter approval for passage. As lawyers having the privilege to practice law in Florida, we should avail ourselves to learn about this process and the significance of the decisions made by the CRC.

After holding its organizational meeting on March 2017, the CRC went on the road with its "Floridians Speak, We Listen" tour conducting public hearings throughout the state. For three months, the CRC encouraged public input, yet it has been reported, of the 2350 community members that attended, 900 proposed changes were submitted. Some of the hot topics discussed include the Florida judicial system, education, medical marijuana, and government home rule. On June 6, 2017, the CRC took its first formal action with the adoption of their governing rules engagement resolution. The goal set forth by this committee to provide an open and transparent process for all citizens. The CRC must consider proposals, formulate its recommended amendments, and present the final report to the Florida Department of State by May 10, 2018.

Why should you get involved?

During the November 1998 election, eight of the nine amendments presented to the voters by the CRC passed. If we fail to take advantage of this chance to be involved now, we will have to wait until 2037 when the next committee is appointed. According to a recent survey by Florida TaxWatch, less than 77% of Floridians are aware that this committee exists. Do not miss this unique opportunity to become involved in our democratic process.

As a government attorney, Chair of the Legislative Committee of the City, County and Local Government section of the Florida Bar and a member of the BCBA Legislative Affairs Committee, I assure you that all government entities are paying attention. Additionally, upon reviewing the CRC public hearing transcripts, multiple non-profit agencies, activists, and citizens are vying to influence the CRC.

There is unity and strength in numbers. The legal community has the ability to help shape the future of fundamental rights bestowed in the Florida Constitution. Our collective voice can deliver a roar that the CRC must consider when selecting the amendments to be placed on the ballot for November 2018. B

Janette M. Smith currently serves as Assistant General Counsel for The School Board of Broward County, Florida and maintains a solo law practice. Prior to joining the District, she has practiced local government law for the past ten years at the city, county, and state level. In addition to her legal background and experience, she enjoys implementing and integrating technology and has obtained her designation as a Certified Government Chief Information Officer.

CERTIFIED RECORDS MANAGER - STUDY GROUP TO BEGIN

Our CRM Study Group has received a tremendous amount of interest. Below are details for our upcoming classes.

BEGINNING SATURDAY, MAY 5, 2018 and continuing every other Saturday through July:
TIME: 9:00 AM - 10:30 AM
PLACE: Memorial Presbyterian Church, 1300 South Olive Avenue, West Palm Beach, FL 33401 (Ample parking in lot) - Downstairs Meeting Room
RSVP: Kathy Levas, klevas@swa.org

DEBORAH NAAS, CRM, IGP, will be our facilitator. In addition to her CRM and IGP titles, Deborah also holds a bachelor's degree in Speech Communication. She has been a member of ARMA since 1996, and, before joining our chapter, she was a member in the Silicon Valley, San Francisco, Washington D.C., and Dallas chapters. She has been a consultant to Federal government agencies and, in the private sector, has designed, implemented, and managed records and information management programs for Fortune 500 corporations. Her current position is the Corporate Director of Records Management for MEDNAX.

This is some of what our study group will cover:

The ICRM provides an outline for each of the first five exams with sample questions. These resources can provide a great foundation for the study group to begin.

https://www.icrm.org/annotated-outline-part-1
https://www.icrm.org/part-1-test-questions/

IMASTERS ON MAY 16: BEST PRACTICES IN EXECUTIVE COMMUNICATIONS AND PROGRAM DASHBOARDS

Register now for "Forest Through the Trees - Best Practices in Executive Communications and Program Dashboards," facilitated by Dylan Williams of Ricoh USA.

This session will walk through how to translate the detail and rigor of a typical records program into effective dashboards for executives. Attendees will come away with examples of leveraging the Principle of Transparency to maintain support and budget for an evolving records program.

When: May 16 at 1 p.m. Central time (2 p.m. Eastern)

Cost: FREE to professional members; $35 for everyone else.

Education information

RECORDS MANAGEMENT UNIVERSITY

RECORDS MANAGEMENT UNIVERSITY
has launched its spring session
https://www.feith.com/records-management-university-webinar-course/

AIEF

THE ARMA INTERNATIONAL EDUCATION FOUNDATION (AIEF)
The Foundation window for application submission closes soon http://armaedfoundation.org/

the John Scott Dailey
FLORIDA INSTITUTE OF GOVERNMENT
at Florida State University

New courses opening soon. To view the entire calendar of locations: https://iog.fsu.edu/#

FRMA
florida records management association

The FRMA Conference will be held in Safety Harbor May 22-25, 2018. For more info, visit their website http://www.frma.org/index.php.

PALM BEACH TREASURE COAST ARMA INTERNATIONAL CHAPTER