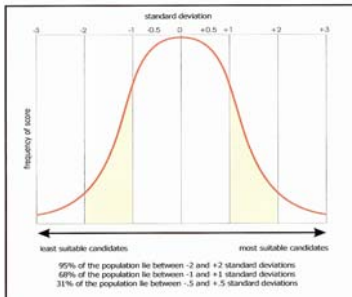


Staying Ahead of the Curve



An All-Day Records and Information Management Educational Event
Organized by the Connecticut Chapter of ARMA International



Tuesday, April 21, 2009
8:30 AM - 4:30 PM
Westbrook, Connecticut

- ▣ Seminars – 4 Speakers
- ▣ Sponsor Exhibits
- ▣ Continental Breakfast
- ▣ Buffet Lunch
- ▣ Networking, Raffles, Sponsor Gifts
- ▣ Pre- Approved 5 CRM Maintenance Credits



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When

Tuesday, April 21, 2009
8:30 to 4:30 PM - Eastern Time

Where

Royal Ballroom
Water's Edge Resort & Spa

1525 Boston Post Rd
Westbrook, CT 06498
(860) 399-5901

www.watersedge-resort.com

[Get directions](#)

Agenda

See following page

Attendee Tickets

Early Registration - Prior to April 16, 2009

ARMA Members - \$75.00

Non-ARMA Members - \$85.00

No refunds after April 15, 2009

Organizations with 2 or more attendees – Take 10% discount per attendee

After April 15, 2009 and Walk-Ins

All Attendees - \$100.00

Sponsor/Exhibitor Fees

\$300.00 per Organization

(Includes one Attendee Ticket)

Registration

You may register online (preferred) or by mail.

We must receive your payment by April 15, 2009 to qualify for early registration rates.

Online – [Register](#)

By mail - Mail following Registration Form with check

Accommodations

We have arranged a special room rate of \$130 (plus taxes).

Mention ARMA when you call the Water's Edge directly to make your room reservation.



Attendee Registration Form

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Tuesday, April 21, 2009 8:30 AM to 4:30 PM Water's Edge Resort & Spa

([Online Registration](#) Also Available)

Registration Fees:

Early Bird (Before April 16, 2009)

ARMA member \$75.00
Non-member \$85.00

After April 15, 2009 \$100.00

- Seminars (4 Speakers)
- Continental Breakfast
- Lunch Buffet
- Afternoon Refreshment Break
- Sponsor Exhibits
- Networking, Raffles, Sponsor Gifts
- Free Parking
- 5 CRM Maintenance Credits

Organizations with 2 or more attendees – Take 10% discount per attendee

Please complete form below -- One form per attendee please

Name of Person Attending Seminar: _____

Organization: _____

Address: _____

City, State, Zip: _____

Telephone: _____

E-mail: _____

ARMA Member: yes ___ no ___

If yes: What Chapter? _____

Amount enclosed _____

Please print this form and mail with check payable to:

“ARMA Connecticut Chapter” (Tax ID Number is 51-0216067)

ARMA Connecticut Chapter
C/o Ray Jansak, Treasurer
23 Christian Hill Lane
Higganum, CT 06441
(860) 312-1108

No refunds after April 15, 2009

Agenda

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8:30 AM - 9:30 AM	Registration, Continental Breakfast, Sponsor Exhibits, RIM Roundtable Discussions
9:30 AM - 9:45 AM	Anita Castora, CRM, President ARMA Connecticut Chapter Welcome and Introductions
9:45 AM - 10:15 AM	Keynote Address by Jason Stearns, CRM, FLMI, New York Life Insurance Company, 2008 ARMA International Cobalt Award Winner
10:15 AM - 11:30 AM	Fred Diers, CRM, FAI “Governance Rules Are Not Just Retention Schedules” Session participants will learn new records and information management program elements that will position them to be a valued team member that can ensure compliance for the company’s information resources. This session outlines the various types of policies required in a Governance Package and how to achieve a compliant and sustainable program.
11:30 AM - 12:15 PM	Sponsor Exhibits and 1st Raffle Drawing
12:15 PM - 1:15 PM	Buffet Lunch Chicken Piccata with Crimini Mushrooms and Artichoke Hearts Roasted Pork Loin with Caramelized Apple Rum Glaze Rigatoni Pasta with Grilled Vegetable Primavera
1:15 PM - 2:30 PM	Dan Bayha, VP, CFO “Effectively Implementing and Managing Electronic Data Disposal and Destruction” Changes in data storage technology, new Federal and State data privacy regulations and amended rules for litigation electronic discovery have created an urgent need to review organizations’ electronic records destruction policies. We’ll discuss the specifics of these changes and how records managers can protect their organizations from huge financial liabilities. We’ll discuss specific tools needed to create and implement a legally compliant electronic records destruction policy for your organization.
2:30 PM - 3:00 PM	Refreshment Break Sponsor Exhibits
3:00 PM - 4:15 PM	Ronald Hedges “The Future is Now - Data Clouds and Social Websites” What are the legal aspects of so called “cloud computing” and Web 2.0? What should the Records Manager be concerned with and/or address when using data and tools from these? This session introduces Web 2.0 and “Data Clouds” and begins to address these areas. Records Managers should be aware of other matters that may influence contractual relationships, confidentiality and security.
4:15 PM - 4:30 PM	Anita Castora, CRM, President ARMA Connecticut Chapter Closing Remarks, 2nd Raffle Drawing, Sponsor Exhibits

Speaker Bios

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Jason C. Stearns, CRM, FLMI

Jason Stearns is the Corporate Vice President, Business Resilience - Corporate Records Manager at New York Life Insurance Company where he is responsible for corporate records management strategy, program development, compliance and education. Mr. Stearns joined New York Life in February 2006. Prior to New York Life, he designed, implemented and administered records management programs for several New York law firms with Forrest Solutions (formerly Forrest Edwards); a Manhattan based staffing, consulting, and outsourcing firm. Currently Mr. Stearns is pursuing a MS in Applied Information Management from the University of Oregon, Portland.

Fred V. Diers, CRM, FAI

Fred Diers has over 35 years of Records and Information Management experience for multi-national organizations as a practitioner and consultant. He has successfully implemented realistic and sustainable records management programs on a global scale for companies operating in over 80 countries addressing both electronic and paper documents and records. More recently he has worked with information technology and law functions to develop e-discovery process solutions based on the Department of Justice revised rules of evidence.

A significant component of Fred's expertise involves developing business rules pertaining to information life cycle including indexing, metadata, and retention standards. His methodology focuses on developing a balance between compliance and the organization use of its information resources.



Key Experience

News Corporation – As Records Management Program Director, created and issued enterprise records management policies and procedures setting standards for the creation, identification, and preservation of electronic and paper records. Developed a program implementation roadmap for subsidiary organizations to follow enabling the companies to apply program standards and install appropriate software/data repository software.

Consulting – As the principle of Records Management consulting organizations for 15 years, Fred has designed and implemented Records Management, Document Management, Image Management, and compliance Management programs for dozens of multinational organizations including Tyco International, Pfizer, Alcoa, and CITCO.

Professional Accomplishments

- ✚ Certified Records Manager
- ✚ Fellow of ARMA International
- ✚ Emmett Leahy Distinguished Achievement Award Winner
- ✚ Past President of the International Records Management Counsel
- ✚ Past President of the Association of Records Managers and Administrators (ARMA)

Speaker Bios

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Daniel F. Bayha, Vice President, CFO

Dan Bayha is a graduate of the University of Pennsylvania and Harvard Business School. He has spent his entire 35-year business career in the technology field, starting in sales with IBM and progressing through various management positions before establishing his own computer leasing firm in 1980. Dan has been the lead investor and senior executive in a number of computer industry businesses. He was an early investor and consultant for Back Thru The Future before joining the firm in 1992 as CFO. In addition to his financial duties, Dan is responsible for marketing and sales efforts for Back Thru The Future's computer recycling and secure data destruction activities. Dan is a recognized authority on the rapidly emerging secure data destruction industry. He was selected by NAID (National Association for Information Destruction) as the 2006 NAID Member of the Year for his contribution to the NAID committee responsible for establishing the secure data destruction industry's certification standards, relating to the destruction of electronic media.

Dan is also a member of the ARMA International committee establishing the records management association's Guidelines on Contracted Destruction for Records and Information Media. He is a frequent speaker and has published several articles related to secure data destruction practices. His lecture, "Best Practices for Data Security and Sensitive Client Data" was accepted as an accredited course for continuing legal education (CLE) for legal professionals. The New Jersey Division of Local Government Services approved his lecture, "Effective Implementation and Management of the Disposal of Electronic Records" for continuing education units (CEU) for county and municipal certified finance officers, municipal clerks and certified tax collectors. At ARMA International's 53rd Annual Conference for records management professionals, Dan presented an education session titled: "Effectively Implementing and Managing Data Disposal and Destruction".

Ronald J. Hedges

Judge Ron Hedges is the principal in Ronald J. Hedges LLC. He has extensive experience in e-discovery and in management of complex civil litigation. Mr. Hedges serves as a special master, arbitrator, mediator and consults on e-discovery and records management. He served from 1986 to 2007 as a United States Magistrate Judge for the United States District Court for the District of New Jersey, where he was the Compliance Judge for the Court Mediation Program and both a member and reporter for the Civil Justice Reform Act Advisory Committee. From 2001 to 2005 he was a member of the Advisory Group of Magistrate Judges. Mr. Hedges has been an adjunct professor at Seton Hall University School of Law (1993-2007) and at Georgetown University Law Center since 2006. He co-chaired the Planning Committee of Georgetown University Law Center's Advanced E-Discovery Institute in November 2007 and serves on the planning committees for the Institute, the Corporate Counsel Institute, and the E-Discovery Academy.



Sponsor Exhibitors





If you plot normal probability distribution on a graph, the shape looks similar to a bell.
This is usually referred to as the Bell Curve.
If someone is ahead of the curve, they're beating the odds or staying ahead of the game.
Are **you** staying ahead of the curve?

