

Nebraska ARMA Chapter  
 c/o Ron York  
 Retrievevex  
 3506 Keystone Drive  
 Omaha, NE 68134

**Seminar Registration:** To register, visit <http://www.armanebraska.org> or fill out the form below.  
 If paying via credit card, please use the online registration.

Registrant's Full Name: \_\_\_\_\_

First Name (for badge): \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Do you require a course completion certificate? Yes  No

**REGISTRATION FEES**

*A full breakfast, lunch and breaks are included in the registration fee.*

*ALL REGISTRATIONS MUST BE ACCOMPANIED BY PAYMENT IN FULL*

	Early Bird (before 3/16/2012)	Standard (after 3/16/2012)
ARMA Member	\$135	\$165
Non-Member	\$165	\$195

**Please make checks payable to:** Nebraska Chapter, ARMA, Inc.

**Mail to:** Nebraska Chapter, ARMA, Inc. c/o Ron York, Treasurer / Retrievevex / 3506 Keystone Drive / Omaha, NE 68134

**CANCELLATION POLICY:** No refund on cancellations received after March 16, 2012.

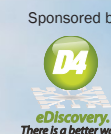
If you have any questions or concerns, please contact Ane McBride, Seminar Chair, at 402-471-1052 or [ane.mcbride@gmail.com](mailto:ane.mcbride@gmail.com).

**Hotel Reservations:** The Ramada Plaza Omaha Hotel has reserved a block of rooms for the seminar. The rate for standard king or two double beds is \$89 plus tax (suites and pool side rooms are not included in this rate). Reservations must be made by April 2, 2012. Call (402) 393-3950 and ask for the ARMA Nebraska Seminar rate.

# SPRING Seminar

**Recent Legal Developments Impacting  
 Records Management**  
*and*  
**Records Management Strategies to Contain  
 Litigation Risk and Cost**

Featuring  
**M. James Daley**

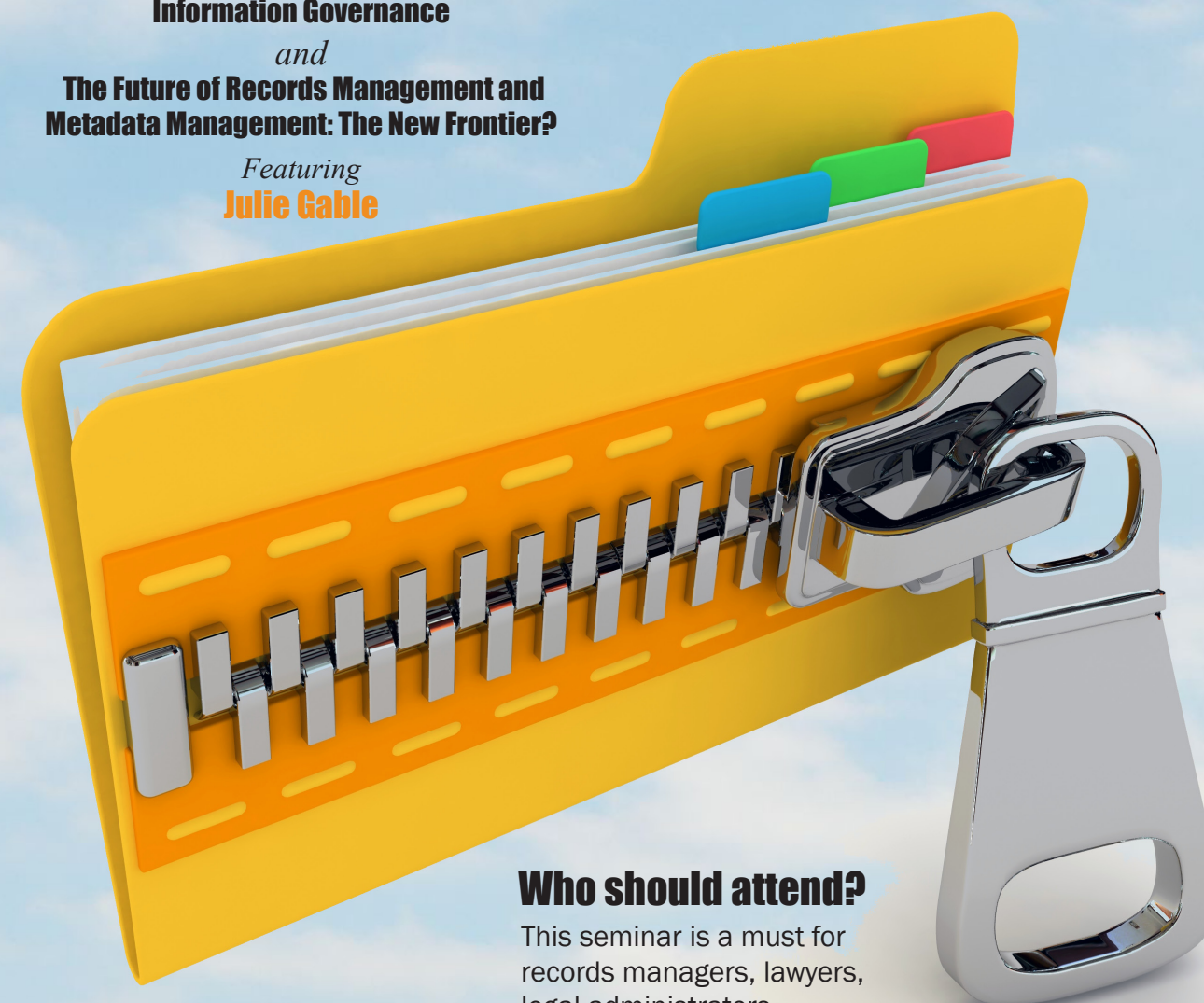


**Wednesday, April 18, 2012**  
 7:30 a.m. to 4:00 p.m.

**Ramada Plaza Omaha  
 Hotel & Convention Center**  
 3321 South 72nd Street, Omaha, NE

**Enterprise Content Management,  
 Information Governance**  
*and*  
**The Future of Records Management and  
 Metadata Management: The New Frontier?**

Featuring  
**Julie Gable**



**Who should attend?**

This seminar is a must for records managers, lawyers, legal administrators, information systems professionals, computer and technology specialists, Web/Internet administrators in both public and private sectors.



Presented by the  
 Nebraska Chapter of  
 ARMA International

## About the Seminar Speakers



**M. James Daley /** M. James (Jim) Daley is co-founder of Daley & Fey LLP, a boutique law and technology consulting firm that helps clients reduce legal risk, contain costs and ensure compliance with e-discovery, records management and data privacy requirements. Jim combines over thirty years of complex litigation experience with his Masters Degree in Information Services and international privacy professional certification to help clients design and implement practical and legally defensible solutions to electronic discovery, records management and data privacy challenges. Jim's firm also serves as national e-discovery coordinating counsel for a wide range of corporate clients and Jim is frequently selected as an Independent Expert by various AMLAW 100 law firms and Fortune 500 clients to validate their e-discovery, records management and data privacy conduct before judicial and administrative tribunals.

Jim is a frequent author and speaker on e-discovery and e-records compliance issues, and is a Charter member of The Sedona Conference Working Group on Electronic Records Retention and Production. Jim serves as Co-Chair of *The Sedona Conference®*

*Working Group on International Electronic Information Management, Discovery and Disclosure (WG6); and is Co-Editor in Chief of The Sedona Conference® Framework for Analysis Of Cross-Border Discovery Conflicts: A Practical Guide To Navigating The Competing Currents Of International Data Privacy And E-Discovery (2008); Senior Editor of The Sedona Conference® Best Practices Commentary on Search and Retrieval Methods (August 2007); Co-Editor of The Sedona Conference® Guidelines for Managing Information and Records in the Electronic Age (2005), and Contributing Author of The Sedona Conference® Principles Addressing Electronic Document Production (2004).*



**Julie Gable, CRM, CDIA, FAI /** Julie Gable is president and founder of Gable Consulting LLC, an independent firm that specializes in electronic records management strategy and implementation for clients in pharmaceuticals, government, financial services and other industries.

Ms. Gable's articles have appeared in *Information Management, Transform, Search CIO, The Records and Retrieval Report, Imaging World, The Dallas News, Finance Canada, Forbes, and CIO Decisions. She is the former Associate Executive Editor of ARMA's Information Management Journal, has blogged for AIIM, and been quoted as an expert in such publications as CFO, CIO and Government Technology.*

Ms. Gable has a BS in Management from Drexel University and an MBA in Finance from St. Joseph's University, both in Philadelphia. She is a Certified Records Manager (CRM), a Certified Document Imaging Architect (CDIA), and is a Fellow of ARMA International (FAI).

## Schedule/Outline

**7:30 – 8:30 Registration & Breakfast**

**8:30 – 8:45 Announcements & Introductions**

### Legal Developments Impacting Records Management (M. James Daley)

**8:45 – 10:15** The law regarding records and information management is rapidly evolving as emerging technologies such as cloud computing blur traditional notions of where documents are located and whom is responsible for their "care, custody and control"—a linchpin of legal responsibility for management of this information, especially in litigation and regulatory contexts. This session will strive to reveal—in an interesting story format—those recent cases that are cautionary tales for records and information management professionals, as well as recent state and federal statutes, and rules and regulations bearing on these issues. In this presentation, you will learn:

- What recent case law, statutes and regulations bear upon RIM obligations
- How to integrate recent legal developments in a risk management approach to your RIM strategies
- What the "hot legal issues" are in the field of RIM governance.

**8:15 – 10:45 Break / Visit Vendor Exhibits / Door Prize Drawings\***

### Records Management Strategies to Contain Litigation Risk and Cost (M. James Daley)

**10:45 - 12:00** In a challenging economy, there is a premium on streamlining RIM human processes and technologies to contain costs, while ensuring compliance with records and information management obligations. This is true in both a business and legal/regulatory context. Fortunately, new tools and strategies have emerged which allow organizations to leverage existing IT infrastructure in creative, innovative ways to achieve these objectives. In this presentation, you will learn:

- How to identify and explore opportunities to streamline RIM processes and technologies
- What strategies and approaches that other organizations are taking to contain RIM cost
- Practical ways to measure and articulate RIM Return on Investment.

**12:00 - 1:00 Lunch/Visit Vendor Exhibits**

### Enterprise Content Management, Information Governance and the Future of RM (Julie Gable)

**1:00 - 2:15** Enterprise Content Management (ECM) has evolved over the past few years to become more than a glorified document management system. Many organizations see ECM as a holistic, enterprise-class management solution capable of integrating a wide variety of information types. A number of governance, risk and compliance (GRC) related issues are also driving corporate users toward ECM, including information integrity, process integrity, controlled access and information retention requirements. ECM has become a means to limit the access and distribution of proprietary and private information outside the organization, helping to ease security concerns. ECM is now seen as playing a key role in automating governance practices through the use of content analytics and other advances that will have implications for the future of Records and Information Management (RIM). You will learn:

- The business issues involved in information governance, risk and compliance
- How ECM has evolved to include tools that have significantly contributed to moving information governance initiatives forward in many organizations.
- The future direction of ECM and its impact on managing electronic records.

**2:15 - 2:45 Break/Visit Vendor Exhibits/Door Prize Drawings\***

### Metadata Management: The New Frontier? (Julie Gable)

**2:45 - 3:55** Recent developments in law, standards and technology suggest that metadata will play an important part in the evolution of electronic records management. Courts have ruled that metadata has evidentiary value and should be preserved, maintained, and produced for e-discovery. Emerging international standards note that metadata itself is a record that should be managed. Meanwhile, technology developments regard metadata as the means for assembling electronic records, controlling them, and allowing interoperability of recordkeeping systems. Managing metadata may well be the next frontier in information management and information professionals may need to prepare themselves for a new role. You will learn:

- The various types of metadata
- The standards affecting metadata
- How the latest developments in metadata shift from a description paradigm to a processing and use paradigm.

**3:55 – 4:00 Closing and Grand Prize Drawing\*\***

\* Door prizes will be drawn at the end of each break – you must be present to win

\*\* To be eligible for the grand prize, visit each vendor exhibit and have your vendor exhibit card stamped by the representative.

Grand prize will be awarded immediately following the seminar

### Ramada Plaza Omaha Hotel & Convention Center / 3321 South 72nd Street / Omaha, Nebraska



The seminar has been pre-approved for ICRM Certification Maintenance Program (CMP) credit of 5 hours and 3.75 hours of Nebraska Mandatory Continuing Legal Education (MCLE) credit.