

Managing Risky Records: Evolving Privacy Best Practices

April 10, 2019

at Drinker Biddle & Reath, LLC, 1500 K Street NW, Washington, DC

Jointly presented by the Northern Virginia and Metropolitan Maryland chapters of ARMA

Speed Networking Session begins at Noon!

Grab your lunch and find a table



How to get the most out of the event?

Meet and directly engage on topics of interest

- **Tips for Sponsors:**
  - Only one representative per sponsor per table
  - Each rotation lasts 10 min with a 2 min interval for sponsor to move
  - With only 11 minutes per rotation, give a fast 2-5 min elevator speech on what your firm does and get into the topics
  - Sponsors to move to next table immediately after hearing the bell (a timekeeper will ring a bell)
- **Tips for Participants:**
  - Stay at your table. The sponsors move, not you
  - Suggested topics for discussion are available at the table



Speed Networking Sponsors and Facilitators

Sponsor	Chapters	Level
Active Navigation	NOVA	Platinum
Cadence Group	NOVA	Gold
Gimmal	NOVA	Gold
Millican & Associates	Metro MD and NOVA	Gold, Catoctin
ZAI Zimmerman	Metro MD and NOVA	Sugarloaf, Platinum

Facilitator	Event Monitors/Timekeepers
Sabrina Lozano	Donna Martonik, Mary Beth Weaver, Dan Beard

Schedule for Speed Networking Rotation

Time Table	Table 1	Table 2	Table 3	Table 4	Table 5
12:00 - 12:11	Active Nav	Cadence	Gimmal	Millican	ZAI
12:13- 12:24	ZAI	Active Nav	Cadence	Gimmal	Millican
12:26 - 12:37	Millican	ZAI	Active Nav	Cadence	Gimmal
12:39 - 12:50	Gimmal	Millican	ZAI	Active Nav	Cadence
12:52 – 1:03	Cadence	Gimmal	Millican	ZAI	Active Nav

Sponsor moves to the next table every 11 minutes w/ 2 min interval
Attendees stay at the same table
Use sample topics (below) to help you get started

- ***Privacy and RIM: GDPR, CCPA***
- ***Data Protection - PII/PHI***
- ***File Analytics – to clean ROT***
- ***Managing legacy data***
- ***Auto-classification for retention and sensitivity***
- ***Defensible Disposition Records Retention Automation***
- ***Email management requirements***
- ***Information Governance in O365***
- ***Disposition of records hosted in a third party system***