



**NEW
MEXICO**
CHAPTER

**2018 Spring Seminar:
Habits of Effective Records Managers**
Thursday, June 14, 2018
CNM Workforce Training Center, Albuquerque, New Mexico

AGENDA

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| 7:30 am–8:30 am | Attendee Check-In and Breakfast |
| 8:30 am–8:35 am | Welcome
Karen Payne, CRM, President of the New Mexico Chapter of ARMA International |
| 8:35 am–10:00 am | The 7 Habits of a RIM Program: Habit 1—Program Strategy
Dave Foley, Director of Records and Information Management at ONEOK |
| 10:00 am–10:20 am | Break and Time to Speak with Sponsors |
| 10:20 am–10:30 am | Presentation by Gold Sponsor |
| 10:30 am–12:00 pm | The 7 Habits of a RIM Program: Habit 4—Accountability Framework (Thinking Win-Win)
Dave Foley |
| 12:00 pm–1:00 pm | Luncheon Buffet and Time to Speak with Sponsors |
| 1:00 pm–1:15 pm | Presentations by Silver Sponsors |
| 1:15 pm–2:15 pm | The 7 Habits of a RIM Program: Putting it All Together
Dave Foley and Deb Wilemon, Manager of Records and Information Management at ONE Gas |
| 2:15 pm–2:30 pm | Break and Time to Speak with Sponsors |
| 2:30 pm–3:45 pm | The 7 Habits of a RIM Program: Habits 5 and 7—Training, Communication, and Metrics
Dave Foley |
| 3:45 pm–4:30 pm | Questions & Answers/Wrap-Up
Karen Payne, CRM |