



Minutes - Applied Risk Management Specialty Group  
Officers' teleconference - October 1 2019

Present: Chair, Willy Røed; Past chair, John Lathrop; Secretary, Patricia Larkin; Advisors, Steve Ackerlund and Ronald Dyer. Regrets: Rob Waller

Summary of actions and person responsible

1. John provide revised AQGTB by October 15; to SRA November 1
2. Ronald to work with John to explain initial AQGTB wireframe - Friday October 25
  - a. Mock up to be discussed between them during a skype meeting
3. Roundtable planning meeting Nov 12; draft slides from each participant due Nov 5
4. LinkedIn text - discussion Nov 12; draft from Ron Nov 5
5. John connect with Yvonne Stevens, Risk Policy Law SG - re question whether test battery might have any legal implications / weight so that practitioners' use it
6. Willy to draft newsletter; circulate to Officers; blast mid October
7. Willy to review By-laws; Officer discussion next meeting

Next special meeting - November 12, 2019 11am Eastern

Next regular meeting - January 2020

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**1: AQT Battery hearing process**

- 15 responses received; interesting and useful input; many ideas implementable
- John agreed to provide a revised version, with SRA member input and his proposed responses to these comments, by October 15
- Revised test battery to SRA by November 1<sup>st</sup>
  - o Will possibly include a table to track suggestions and our responses.
- Include guideline (G) in abbreviation?

Example comments re Process:

- How can tool be peer reviewed? E.g., to gain acceptance outside of SRA
  - o Will begin during ARMSG Roundtable at SRA 2019
- How to reach outside SRA? Will occur later; possibly Journal article; comments welcome
- Might we provide link(s) to resources? Possibly incorporate in Battery tool

Example comments re Content:

- SRA endorse document not process
- In our revised version, show comments and our responses

## Discussion

- Think about challenges, participation process, agenda, implementation using the tool - 2020
- Some of the comments could be incorporated for action in the RFP - be sure not to increase the workload following the contract award
- Flexibility in completion, but warnings of incomplete sections
- Once in the public domain, ARMSG anticipates learning from users, and enhancing / releasing version 2.0
- John will connect with Yvonne Stevens, Risk Policy Law SG - re question whether test battery might have any legal implications / weight so that practitioners' use it

## Action:

Ron to evaluate specifications and provide basic tool outline (wireframe), potentially in powerpoint for discussion with John

## **2: SRA 2019 ARMSG Roundtable**

Roundtable abstract questions:

- 1) How do we best improve quality of analyses supporting risk management decisions?
  - 2) How do we make SRA most useful to real-world, in-the-trenches risk management decision makers?
  - 3) How do we attract those in-the-trenches decision makers into SRA?
- ARMSG received feedback and suggestions from Terje Aven and Steve
  - Draft speakers' list:
    - o Terje - not the tool, but quality criteria in general
    - o John - process issues; tool and how to use it
    - o Steve - functions, how to apply; how to improve processes being used; build into a process more user friendly
    - o Patricia - excellence project
    - o Willy - Chair
  - Each of us draft slides; how to tie together

Action: Planning meeting November 12; slides by Nov 5

## **3: Social Media Strategy: LinkedIn demonstration**

- Ron walked Officers through slides and rationale
  - o LinkedIn is professional; ease of access; no fees
  - o Will permit conversations and threaded discussions
  - o Can use 'Push' strategy - only what is important; members see headline
    - Members will have choice; customized experience
  - o Platform will provide metrics as to who is viewing what; what is popular
- Outstanding needs:
  - o Logo, narrative, message - Officers agreed to draw from earlier version initiated by Steve a few years ago
  - o Decide on rules - Invitation only or searchable?
    - Unlisted - burden to Ron to manage; may have a cost
    - Agreed to standard set up

- Will use an ARMSG email blast to invite ~135 active members

Discussion:

- Officers appreciate the effort and carrying forward with this project
  - Further discussion meeting November 12
  - Ron to circulate draft content November 5
- Support to not cause costs to members
  - Ensure ease of access
- How to reach out? Inside, outside SRA
  - We will be a hit for a search re 'risk' on LinkedIn - do you want to join this group?
- Further discussion to be had regarding feedback on AQT battery

Action:

- Feedback from Officers to Ron using a google doc
- Templates for posts/messages to be included
- Blast strategy to members; hopefully by SRA 2019;
  - Include posts related to SRA 2019; show activity; eg Willy's newsletter

**4: Business Meeting**

- Willy led discussion on whether ARMSG needs any by-law update at the Annual meeting
  - To be discussed further at meeting November 12
- Chair-elect election process
  - By-law requirements for election process; nominations accepted up to 30 days prior to Annual meeting
  - Use newsletter to market position
- Interest by officers to enlarge the number of ARMSG members active with the executive and in other ways

Action: Notice in newsletter

**5: Newsletter Blast**

- List of items discussed

Action: Willy draft the newsletter; Officers provide feedback; sent to members mid October

**6: Any Other Business**

- Risk, Policy and Law Specialty Group event - National Press Club
  - Working title: "Science Reporting in a Changing Climate: Can we Do Better?"
  - Event takes place as their SRA 2019 Mixer, in conjunction with Risk Communications SG

Respectfully submitted,  
Patricia Larkin  
Secretary