



Minutes - Applied Risk Management Specialty Group
Officers' teleconference - Mar 13 2019

Present: Chair, Willy Røed; Past chair, John Lathrop; Secretary, Patricia Larkin; Advisor Steve Ackerlund

Regrets: Advisors Ronald Dyer and Rob Waller

Summary of actions and person responsible - all ASAP

- AQT edits, email to Terje and Seth - Willy
- Draft funding applications - Steve (literature review) and Willy (software tool)
- Best of - Patricia to finalize request to Jim Butler; will also develop submission criteria for later notice in SRA newsletter in a month or two.
- ARMSG blast - Willy to draft (list of topics item #5), in consultation with Patricia (re status of website posting of 'best of' list)
- OneDrive - Willy

Next call: Wednesday April 24 11am Eastern

- AQT update
- Strategic funding applications - final discussion and comments
- Best of submission requirements
- Outreach - webinar
- Other ... tbd

1. Analysis Quality Test documents

- Terje supportive and looking forward to receiving draft.
- Recommends 2-step approach:
 - first to gain high level support
 - to Terje and Seth Guikema as key stakeholders regarding process and content, based on experience with SRA Glossary
 - then to SRA Board for 'formal hearing'
- Document needs refining/adding/getting agreement/application ...
 - Who will add? ARMSG initiative, but with view that this is an SRA initiative, including input from other Specialty Groups

- Next step to initiate a process to engage with broader membership of SRA/Executive
 - E.g., Need to generate more before submitting to formal hearing?
 - Publish on SRA website?
 - Other SGs add to Section Q?

2. Funding applications - to SRA Strategic Initiatives

Proposals for researchers to be contracted to:

- Transfer the AQT document into a software tool - Willy's proposal
- Secondary literature review - Steve's proposal

3. 'Best of' Initiative

- Final list of March 2019 agreed.
- Website post will include title, abstracts, and open access through a link, if possible.
- ARMSG item for SRA newsletter in a month or two. Patricia will develop draft submission criteria for discussion by officers.
 - Notice will highlight effort started in 2018; ARMSG will receive ongoing submissions for consideration; that this is a young process we are seeking to evolve and grow.
- Proposed literature review (item #2) will inform list as well.

4. Outreach

- a. ARMSG Blast
 - i. SRA Abstract deadline - May 28, 2019 - encourage submissions
 - ii. Webinar announcement - September 4
 - iii. AQT initiative
 - iv. ARMSG officers' teleconference minutes available on website
 - v. 'Best of' initiative - link to website if available.
 1. Otherwise 'Best of' will wait for an SRA newsletter (Invitation for ongoing submissions will be made once submission criteria ready)
- b. Webinar - September 4, 2019 - Next call - discuss title and abstract
- c. SRA General Newsletter items - TBD

5. One Drive

- Willy will endeavor to connect the Officers, primarily to ensure better document version control.

Respectfully submitted,
Patricia Larkin, Secretary