

Applied Risk Management SG Executive Committee



Meeting Minutes

Date: 29th July 2025; 11am ET

Attendees: Sam Denard, Annika Ramona, Rob Waller, Megan Marcellin

Regrets: Emma Soane

Agenda items

0) Action item status

- a) Send membership survey results to all ARMSG members (Sam): not yet done. There is confusion around where/how to upload these documents to our public webpage.
- b) Confirm whether we are owed money from SRA from 2023 workshop (Sam): not yet done.
- c) Contact RAND about 2025 annual meeting workshop participation (Rob): in-progress. Rob has made contact with RAND via their website contact form. RAND is passing the request to their game theory team, who would require some kind of payment. Rob is waiting to hear back from 1) Jackie MacDonald-Gibson, if making this request is okay and won't step on SRA toes; 2) RAND, if honorarium style payment of around \$1,000 would be sufficient. A second option may be the Military Operations Research Center that specialize in building table-top style exercises.

1) Quarterly Report

- a) We need to produce a quarterly report for the August 14 specialty group chairs meeting. We will plan to include:
 - Meeting minutes
 - Roundtable submission activity
 - Other annual meeting plans (i.e., exhibition table)
 - Discussion of our 2024 "bylaws" update – since we don't have bylaws anymore, what should we do with these?

2) Roundtable submissions for annual meeting

- a) Sam and Rob both submitted roundtables for the annual meeting. Sam emailed Jennifer Rosenberg and David Purdue who confirmed that there are not standard quotas for specialty group submissions, however if necessary, they may need to limit SG accepted submissions for diversity of the program.
- b) We indicated that if needed, Rob's submission should be given priority.

3) Risk definition

- a) Can ARMSG respond effectively to Terje Aven's presentation? Are we willing to try?
 - Rob suggests it will be really difficult to find a consensus of understanding for such a common term that is used in such different ways by different groups. We will drop this for now.

4) Annual meeting exhibit table

- a) We'd like to explore the idea of having an exhibit table with poster/handouts/etc. at the annual meeting to increase engagement with our SG membership and showcase our members' work.
- b) Specific ideas:
 - Consider connecting with Risk Communication SG about a post-it notes style display for members to write ideas and post. We should also think of a way to collect contact information for those who participate so that we can follow up.
 - Print a bound copy of RAQT to show to members.
 - Consider using an AI/LLM tool to find commonalities in the published works of our membership. Goal: find a way to connect members through what we know about their writings and professional interests. Megan, Rob, and Annika will explore this idea in the coming weeks. Longer-term, we would need a way to scale the locating of papers, as manually locating papers will be too time-consuming.

5) Discussion/other

6) Next meeting: 9th September 2025; 11am ET

- a) Please send any scheduling conflicts via email.

Action items	Owner(s)	Completion/ Follow Up Date
Meet to explore the plan of an LLM tool to identify commonalities in our members' publications	Megan, Rob, Annika	August 31
Compile quarterly SG report	Megan, Sam	August 14
Confirm feasibility of RAND-led workshop (cost, SRA sign-off)	Rob	August 31
Confirm whether we are owed money from SRA from 2023 workshop	Sam	August 31
Send membership survey results to all ARMSG members	Sam	September 30

These meeting minutes were recorded by Megan Marcellin.