

# Applied Risk Management SG Executive Committee



## Meeting Minutes

Date: 15<sup>th</sup> July 2024; 11am ET

Attendees: Robert Waller, Sam Denard, Patricia Larkin, Emma Soane, Megan Marcellin

## Agenda items

### 1) Standing items

#### a) Minutes of last meeting

- Megan and Rob met with Aditi, who will upload any meeting minutes files that we send her to our public-facing webpage. Megan will collect any available minutes/meeting notes from past council members from early 2021 onward and send to Aditi for upload.

#### b) Review the draft ARMSG annual report

- We collected a substantial list for the “past activity” section of the annual report, including newsletter distribution, bimonthly leadership meeting, webinars, journal publication, etc. We will continue to add to this as needed through the end of the calendar year.
- Leadership: we will communicate to participants in our symposia/roundtable/workshop the opportunities for leadership position nominations and other opportunities for general involvement in the SG
- SG Membership: encouraging members to join our bimonthly meetings as observers and/or providing a forum for feedback in the meeting
- Other/Future Activity: Could we provide a place to highlight high quality applied risk management publications from our membership, and possibly even a service to connect like-minded authors? (considering as a 2025 project led by Emma)

### 2) ARMSG Objectives

#### a) ARMSG Bylaw revisions: proposed ‘aspirational’ goal statement

- *Mutual understanding between all aspects of risk analysis including objective setting and delineation, risk identification, characterization, assessment, interpretation, communication, and management, for the benefit of all society.*

- All will provide any last feedback/revisions to Rob via email before this is sent for approval.

### 3) Relationship Building

#### a) Internal

- Rob suggests that at least one of our EC members join the communications of the other SGs so that we can share news and ideas from others within our own SG. The below table outlines which ARMSG EC member will follow updates from other SGs.

|                                      |        |
|--------------------------------------|--------|
| Advanced Materials and Technologies  |        |
| Decision Analysis and Risk           | SD, MM |
| Dose Response                        |        |
| Ecological Risk Assessment           |        |
| Economics and Benefits Analysis      | RW     |
| Engineering and Infrastructure       | MM     |
| Exposure Assessment                  |        |
| Foundational Issues in Risk Analysis | RW     |
| Justice, Equity and Risk             | PL     |
| Microbial Risk Analysis              |        |
| Occupational Health and Safety       |        |
| Resilience Analysis                  | MM     |
| Risk Communication                   | PL     |
| Risk Policy and Law                  | PL     |
| Security and Defense                 |        |

### 4) Events

- Webinar: Sep. 10<sup>th</sup> 4pm ET (Megan Marcellin)
  - Rob is tentatively scheduled as moderator. Megan will determine whether a colleague close to the research is available to moderate, otherwise Rob will moderate.
- Survey of members
  - Sam presented the online survey tool and draft questions for the member survey. Others will provide feedback and any additional questions/content for the survey to Sam via email.
- SRA 2024 events
  - We should hear back in mid-August regarding session acceptance
- Other events - coffee break
  - Slide to next year

### 5) Next meeting: 11<sup>th</sup> September 2024; 11am ET (*note difference from our usual schedule!*)

| Action items   | Owner(s) | Completion/Follow Up Date |
|--|----------|---------------------------|
| Compile council meeting minutes/notes for publication on webpage | Megan    | July 19                   |
| Review proposed bylaws revisions and provide feedback to Rob     | All      | July 19                   |
| Review member survey questions and provide feedback to Sam       | All      | July 26                   |
| Mark SG membership in table in this document                     | All      | September 11              |
| Finalize webinar prep (confirm moderator and marketing plan)     | Megan    | August 2                  |

These meeting minutes were recorded by Megan Marcellin.