

Applied Risk Management SG Executive Committee



Meeting Minutes

Date: 21st May 2024; 11am ET

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

Agenda items

1) Standing items

- a) Minutes of last meeting
 - Approved minutes of March meeting will be uploaded to SG webpage. Megan to set up meeting with webmasters to better understand our site editing/upload functionality.
- b) Communications Officer - continuing with Chair, Chair-Elect, and Secretary covering these responsibilities
- c) Draft ARMSG annual report review
 - Megan presented the outline of topics that will be included in our SG annual report. We will dig into this in more detail at our next executive council meeting (July), including planning for when we will address each topic.
 - On the membership section, Sam raised the idea of an online survey of our members to understand affiliation, field, etc. Council members will contribute questions for this survey, and Sam will handle the mechanics. We plan to send the survey in July.

2) ARMSG Objectives

- a) SG Bylaws: proposed addition to our 'aspirational' goal statement
 - Risk analysis and management can function at both operational (details) and meta (system-level) levels. Miscommunication often stems from jumping back and forth between levels. Thus, Rob suggested adding "objective setting and delineation" to our stated aspiration:

Aspiration:

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.

3) Relationship Building

a) Internal

- Rob emailed aligned SG chairs to discuss opportunities for collaboration/co-sponsoring symposia.
- Economic Benefits and Analysis hold regular coffee meetings (usually just their executive council, but others can drop in) which Rob attended and distributed our symposium ideas to their members.
- Rob has a call scheduled with Mike Dourson from Risk Policy & Law today (May 21) to discuss symposia ideas.
- No updates from Risk Communication, Foundational Issues in Risk Analysis, Decision Analysis and Risk.

b) External

- Society of Decision Professionals: June 12th 11am ET joint webinar (presenter: Elisabeth Pate-Cornell) is scheduled and registration is open. The SRA logo is displayed on the webinar promo and registration page. Sam sent the information to Aditi and Natalie to advertise on SRA channels.

4) Events

a) Webinars

- ARMSG Webinar: scheduled for September 10th 4pm ET (presenter: Megan Marcellin)
- Others? We are okay with just 1 planned for this year, unless other good topics come up.

b) Other events

- SRA Annual Meeting 2024
 - Symposium proposal (led by Emma Soane): Risk Management in Organizations
 - (a) Emma has communicated with a couple of interested speakers, and an email was sent to ARMSG members.
 - Sunday workshop proposal (led by Rob Waller): Socratic dialogue facilitated by Bill Wei.
 - (a) We would like to have 3 total facilitators (led by Bill, supported by Rob and one other TBD). Facilitators would have their meeting registration comped/refunded and could hopefully allocate these funds to support \$1k total honorarium for Bill's travel. Volunteers welcome!
 - (b) If/when the workshop is approved, we want to attract a diverse range of participants, including both senior experts and students and young professionals. Megan can help facilitate advertising with the SRA SYP group and other channels.
 - (c) Sam suggested the possibility of offering some sort of interactive contest/challenge with prizes to attract interest (especially from students/young professionals). We could consider this for the annual meeting or other future events.

- Other potential abstract submissions: Summary and initiatives from the 2023 roundtable (Rob)

5) Other

- a) Interesting item to potentially share with our members: NASA Safety and Mission Assurance Directorate. In trying to build a more general safety-first approach, they have gathered and published all the data they have on the Apollo, Challenger, and Columbia accidents. This is a rare case of having wide-ranging access to data for risk assessment and may be of interest to our members. <https://sma.nasa.gov/sma-disciplines/accllp/>

6) Next meeting: 16th July 2024; 11am ET

Action items	Owner(s)	Completion/Follow Up Date
Meeting with SRA webmasters and publishing previous meeting minutes	Megan	June 30
Draft membership survey questions	All	July 16
Revise SG bylaws goal statement	Rob	July 16
Submit organizational risk symposium proposal	Emma	June 1
Submit Sunday workshop proposal	Rob	June 1

These meeting minutes were recorded by Megan Marcellin.