

Applied Risk Management SG Executive Committee



Meeting Minutes

Date: 11th September 2024; 11am ET

Attendees: Robert Waller, Sam Denard, Megan Marcellin, Annika Ramona (guest)

Regrets: Patricia Larkin, Emma Soane

Agenda items

1) Standing items

a) Minutes of last meeting

- Last meeting's minutes were approved by the executive committee. MM to follow up with Aditi regarding historical minutes being published to public webpage.

b) Review the draft ARMSG annual report

- Discussion of officers and nominations for 2025 executive committee
 - SD will become Chair, RW Past Chair. MM to check on Secretary term length in bylaws to determine whether a Secretary election is needed at 2024 Annual Business Meeting. Advisor(s) will be appointed by SD as Chair.
 - Communications officer to remain vacant until we can find a member interested in taking the position. Responsibilities should include pursuing opportunities for ARMSG webpage content, LinkedIn or other social media group content, coordinating with SRA communications team to market ARMSG webinars and events, leading interactions with other professional societies. A call for nominations for this position will be emailed in a newsletter closer to the 2024 Annual Meeting.
 - Annika Ramona will become our Student and Young Professionals Representative, effective immediately (thank you Annika!)

2) ARMSG Objectives

a) ARMSG Bylaw revisions

- We received minimal feedback from membership (3-4 responses), but generally positive.

- One member suggested a rephrasing of our aspirational goal statement to be more action oriented - all meeting attendees are in agreement:
 - *“Help to more effectively manage risk through better applications of, and integrations among, objective setting and delineation, risk identification, characterization, assessment, interpretation, communication, and management, for the benefit of all society.”*
- We will formally vote on this bylaw change at our Annual Business Meeting in Austin. We will send an email/newsletter announcement before the meeting for members to review prior to the vote.

3) Relationship Building

a) Internal

- We would like to have insight into the activities and communications of other SGs. So far we have 8 SGs covered; this is good enough for now, but we will revisit early next year to share what we’ve learned from other groups.

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	

b) External

- SDP
 - SD attended the local Houston SDP chapter meeting; they were open to doing more events together. SD is attending a “mini conference” hosted by the SDP Houston chapter in November and will share any insights.
- Other
 - RW sent Megan’s webinar announcement out to other professional organizations - RW will share the Google doc that tracks comms to other groups for our awareness.

4) Events

- a) Survey of members
 - SD walkthrough of LimeSurvey that has incorporated feedback received to date; all attendees in agreement that latest version looks good to be sent out.
- b) Megan's webinar
 - Overall, the event went well, but we were disappointed with the participation. We note that the 4pm ET time slot may not be conducive to folks' schedules, and we would like to see a more formalized marketing plan for future events (e.g., multiple announcements across multiple channels; a Communications Officer could help coordinate this with SRA comms team)
- c) Ideas for other events
 - Invite symposium and roundtable participants to an informal meet and greet
- d) Ideas for events at SRA 2024
 - Workshop is scheduled (we have 3-4 verbal confirmations of attendees and will continue to market this within our circles, especially with students and young professionals)
 - Symposium is scheduled
 - Roundtable: waiting to hear back from SRA

5) Next meeting: 19th November 2024; 11am ET

Action items	Owner(s)	Completion/Follow Up Date
Follow up with Aditi regarding publishing historical executive meeting minutes	MM	September 16
Newsletter distribution: call for Communications Officer nominations, notification of bylaws revision vote at Annual Meeting	RW/SD	November 19
Share Google Doc that tracks communications with other organizations	RW	November 19
Send survey of members to membership list via email	SD	September 20

These meeting minutes were recorded by Megan Marcellin.