Generally Accepted Recordkeeping Principles—GARP
An Information Manager’s Practical Guide

Val Wood comes to us from Washington State where she had over 25 years of experience in government records management, recording and information technology. She has held positions as the King County Deputy Director of records and Licensing Services in Seattle, Washington, Deputy State Archivist and Director of Corporations and Charities under Washington’s Secretary of State and as a Recording Manager in two Washington counties. In addition, Ms. Wood has held information technology positions in both the public and private sector.

Ms. Wood earned a Master of Business Administration with an emphasis in Information technology from the University of Washington. She is also a Certified Archivist and a Director for the National Association of Government Archives and Records Administrators.

Helen Streck is a partner in Kaizen InfoSource LLC. Helen’s expertise in record and information management has its foundation in real world experiences forged from a career in the business that spans over 25 years. Helen leads and applies the company’s unique industry resources to guide clients in all aspects of records and information management consistent with good corporate practices, ARMA’s Generally Accepted Recordkeeping Principles, records and information management compliance programs, program strategy development, development and implementation of litigation hold protocols, electronic discovery response plans and data privacy initiatives.

Prior to joining Kaizen InfoSource, Helen served as records management consultant in Shook, Hardy & Bacon’s TortSection in conjunction with lawyers from the SHB eDiscovery, Data & Document Management Practice. She was director of corporate records and information management for Amgen, Inc., and records contract manager at Genentech Inc.

Agenda Highlights

- 8:00-8:30a Registration
- 8:30-9:30a Keynote
- 9:30-12:00p GARP Workshop
- 12:00-1:00p Lunch
- 1:00-4:00p GARP Workshop
- 4:00-4:15p Raffle

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Registration: Through April 13, 2012
- Members Pre-Registered: $85.00
- Non-Members: $95.00

Lunch Included
Parking $3 at the Hotel

Register at:
www.sandiegoarma.org/programs.html
Registration at door will be $99
Members save by pre-registering.