

Security Analysis and Risk Management Association

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Minutes of the Board of Directors Meeting

Wednesday, November 14, 2007

The Board of Directors of the Security Analysis and Risk Management Association (SARMA) met at the offices of Applied Research Associates, Inc., 801 N. Quincy St., Suite 600, Arlington, VA 22203 and by teleconference on November 14, 2007. Present were Ed Jopeak (President), Kerry Thomas (Executive Vice President), Bill Russell (Vice President for Operations), Nancy Renfroe (Vice President for Projects), Ken Knox (Secretary), Chel Stromgren, and Chris Miller, being all directors and a quorum. Also present was Dave Brown (Treasurer) and John Boatman.

The President opened the meeting at 4:15 pm EST.

The President thanked Applied Research Associates for hosting the Board meeting. There were no guests to acknowledge.

The agenda was approved.

The minutes of the Board of Directors Meeting held on October 17, 2007, were approved as amended.

Reports of Officers and Committees

- President's Report
 - Mr. Jopeak reported on the status of the SARMA Awards Ceremony to be held Friday, 16 November at the Ritz Carlton. 19 people were expected to attend including corporate sponsors, past and present Board members, and a few invitees. The speaker will be Mr. Mike Behlen, a staffer in the House of Representatives.
- Executive Vice President's Report
 - Mr. Thomas reported that recruitment is our biggest challenge to keeping projects moving forward. The core group is too small and over-committed, and additional manpower is required.
 - Mr. Thomas challenged the SARMA leadership to try and get five new active members by the end of November.
- Vice President for Projects Report
 - Ms Renfroe noted that she holds a biweekly status teleconference with project leads. She also discussed possible support from SARMA's administrative assistants and recruitment. Mr. Jopeak noted that social networking software may help with recruitment.

- Ms Renfroe urged the Board to become more involved with the projects, especially in establishing roadmaps.
- Vice President for Operations Report
 - Mr. Russell asked about SARMA's nominating process for the Board of Directors. He offered to establish an outline and timeline for the next meeting.
 - Mr. Russell is seeking volunteers for an Awards Committee. Awards could be part of an on-going process as well as being combined with the annual conference. We also need to encourage publishing by security risk practitioners.
- Treasurer's Report
 - Mr. Brown reported on SARMA's financial status. He is aware of pending bills from Friday's Award Ceremony and from maintenance on the web site.
- Secretary's Report
 - Dr. Knox noted the Conflict of Interest statements for people who have not yet submitted one will be forthcoming.
- Conference Committee
 - Mr. Miller reported we have nailed down 13-15 May 2008 for the annual conference, in conjunction with the Critical Infrastructure Protection conference at George Mason University. He is working details (food, rooms, etc.) and developing marketing materials.
 - A theme for the conference is needed. Last year's focused on DHS, but Mr. Jopeck would like to broaden this year's focus to be more inclusive of the DoD and other agencies. Case studies and lessons learned (e.g., IT security, Iraq experience) may broaden the appeal and show more varied uses for risk management than just Homeland Security.
 - Discussion on conference formats continued, and included the possibility of hands-on training workshops or working on consensus development with the common lexicon or GARAP projects. Mr. Jopeck will begin to solicit theme inputs soon.
- Staffing Committees and Projects
 - Mr. Jopeck led a focused effort to staff various committees and projects in order to maintain momentum.
 - Mr. Thomas noted good progress with populating the project wikis, and suggested analysis of what we have is the next logical step. For the various methodologies, need to identify common and distinguishing features, attributes, facts versus opinions, and solicit additional input from methodology champions.

New Business – none

There being no further business, the meeting was thereupon adjourned at 6:05 pm EST.

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Secretary

APPROVED:

President