

Security Analysis and Risk Management Association

P.O. Box 710172, Herndon, VA 20171
Phone: (703) 635-7906 / FAX: (703) 635-7935
Internet: www.sarma.org



Minutes of the Board of Directors Meeting

Tuesday, September 30, 2008

The Board of Directors of the Security Analysis and Risk Management Association (SARMA) met at PricewaterhouseCoopers in McLean, Virginia, and by teleconference on September 30, 2008. Present were Ed Jopeak (President), Kerry Thomas (Executive Vice President), John Boatman (Vice President for Operations), Ken Knox (Secretary), Phil Lacombe, and John Paczkowski, being all directors and a quorum.

The President opened the meeting at 4:00 pm EST.

Reports of Officers and Committees

- President's Report
 - President Jopeak advised the Board that the Memorandum of Agreement with the Risk Management Institution of Australasia (RMIA) has been received and we are officially affiliates. We need to alert members that they can sign up for their Perth conference at RMIA member rates (Mr. Jopeak will attend).
 - The leadership of the OPSEC Professionals Society has deferred merger discussions until 2009.
 - There continues to be some lukewarm interest in the proposed Presidential Directive from the White House.
 - SARMA participation in the NRO Conference is still tentative.
 - The Homeland Security Institute is holding a series of workshops, and has interest in working with SARMA, possibly in January 2009.
 - We need a volunteer to help with marketing letters for a Corporate Sponsor Drive. Mr. Lacombe graciously offered to help. PWC has sent a check, and SRA will also, but we need more. Corporate sponsorship is critical this year as we transition the day-to-day operations to a professional management company.
 - Dr. Will McGill at Penn State is interested in chairing the Training and Professional Development Committee. VP for Projects Renfro supports. There were no objections from the Board, so Mr. Jopeak will advise Dr. McGill.
- Executive Vice President's Report
 - Vice President Thomas updated the Board on the proposed breakfast meeting with Rep. Bennie Thompson, Chairman of the Homeland Security Committee. There is interest, but nothing is set yet.

Minutes of the SARMA Board of Directors Meeting, September 30, 2008

- Mr. Thomas outlined the SARMA focus for next year:
 - Develop a long-term funding model for the organization.
 - Hire a professional management firm to help with conferences and daily operations.
 - Implement and resource the Common Knowledge Base. This project has earned attention from key federal agencies interested in working with SARMA.
 - Enhance relationships with DHS, Congress and the White House. The upcoming change of administration offers an window of opportunity.
 - Elevate the status of the Board of Directors to a more strategic role.
 - Establish a strategic vision for SARMA to carry it forward now that the association is well-established.
 - Mr. Jopeck added improve member communications, and seek relationships with other professional organizations such as we have established with RMIA. This could be an important member benefit.
- Mr. Thomas is seeking a better definition of roles between the Board and the officers. He suggested quarterly Board of Directors Meetings, and monthly SARMA Officers Meetings. Committees would meet on their own schedules, but would be required to report to the Board. Mr. Thomas will publish a proposed meeting schedule for Board comment.
- Vice President for Operations Report
 - Vice President Boatman reported on two meetings (the latest was September 8) with NDIA on the proposed NDIA Affiliate status for SARMA. SARMA would retain its identity, while NDIA would handle all support activities (SARMA provides a staff member – Executive Director). NDIA currently has four affiliates.
 - Next steps are a SARMA presentation on how the affiliation will benefit NDIA. We are attractive to NDIA due to our policy (not hardware) focus, and our relationships with HLS.
 - Mr. Boatman feels this will greatly benefit our need for association and conference management.
 - Website – Penn State University’s Security and Risk Analysis Club (SRA) contributed well in August, and now have more volunteers now that school is in session. Ms. Caroline Furey is leading the effort, and Frank Moret is our liaison. SRA is setting up project committees to conduct research on the Common Knowledge Base, and to help build out the SARMA event calendar.
 - Newsletter – The August/September 2008 issue is almost complete. Mr. Boatman feels we need to make the newsletter monthly instead of bi-monthly.
- Vice President for Projects Report – No report.

Minutes of the SARMA Board of Directors Meeting, September 30, 2008

- Treasurer's Report – No report.
- Secretary's Report – The minutes of the 9 July 2008 Board Meeting were approved as amended.
- Nominating Committee
 - Following discussion on the proposed SARMA Immediate Past President position description, the description was edited to reduce the emphasis on transition, and to stress advisor, continuity and support to the newly-elected President. Mr. Thomas moved to adopt the position and description as amended, with Mr. Jopeck filling the new position. The Board unanimously approved, with Mr. Jopeck abstaining. A copy of the position description is on file with the Secretary.
 - Based on recommendations from the Nominating Committee, Mr. Kerry Thomas was nominated for President of SARMA. Mr. Thomas yielded the chair to Mr. Jopeck, who called for nominations for President. Mr. Thomas was elected unanimously.
 - President Thomas then called for nominations to fill the newly-vacated Executive Vice President position. Mr. John Paczkowski was elected unanimously.
 - The Nominating Committee recommended Dr. Knox continue as Secretary. The Board elected him unanimously.
 - The Nominating Committee recommended Mr. Brown continue as Treasurer based on his willingness to continue into 2009. The Board elected him unanimously.
- Conference Committee
 - Mr. Boatman updated the Board on next year's conference planning.
 - We need a committee chairman.
 - GMU is not a likely venue, so we need recommendations for a conference location.
- Strategic Planning Committee
 - Mr. Thomas reported on behalf of Mr. Lacombe
 - The committee held its first meeting on September 11.
 - Main discussions covered what does SARMA want to be, and who are our constituents (individual members, corporate members, Think Tank leadership, the Nation, Professional or trade association?)
 - Answers to these questions drive strategic planning decisions.
 - Mr. Lacombe will summarize discussions to date and outline next steps

New Business – none

Minutes of the SARMA Board of Directors Meeting, September 30, 2008

General Discussion

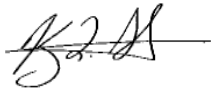
- Draft NIPP Review – The Board had general discussion on the NIPP review, and the importance of getting SARMA member comments on the draft. Mr. Paczkowski discussed some elements of specific interest to SARMA. He is involved with several state and local initiatives, and there may result some opportunities for SARMA Subject Matter Expert participation.
- DHS Risk Management Advisory Council – there has been some interest from DHS on establishing an advisory council, but lack of time in this administration may preclude further progress. May develop concept papers for new administration to consider.
- Awards Breakfast – Mr. Jopeck has several awards to give out, and would like to set up an Awards Breakfast in near future.

There being no further business, the meeting was adjourned at 6:15 pm EST.



Secretary

APPROVED:



President