



Inside ICRM

Institute of Certified Records Managers

www.ICRM.org

Greetings,

In this Newsletter - August 2023

- [Letter From the Editor](#)
- [ICRM Quick Poll](#)
- [Feature: My CRA Journey](#)
- [Announcement: John Krysa Remembrance Award](#)
- [ICRM Member Checklist](#)
- [Records and Archives in the News](#)
- [Wanted: ICRM Mentors](#)
- [New Members](#)
- [Get Involved!](#)

Letter from the Editor

Greetings and salutations,

Well the dog days of summer will soon end. Hopefully the sweltering heat that has descended upon North America will soon end. Here in North Texas, we are in our 16th straight day of 100+ degree temperatures. But that is nothing, back in 1980 we experienced 42 straight days of such temperatures.

As members of the ICRM what responsibilities do we have towards the organization? The ICRM depends greatly on our membership. So what can you as a member do? Well volunteering of course as a mentor, a Part 6 grader, Part 6 test writer, or a committee member are just a couple of examples. Volunteers are never turned away, everyone brings something to the table. Next up is deciding to run for a board position. As a regent, you help to shape and guide the ICRM. Finally, we are all responsible for participating when it comes time to take a survey, vote in Board elections, and to nominate individuals for recognition.

This month we have three opportunities to participate. Board elections are currently taking place. Up for election are President/Treasurer, Regent for Exam Administration and Member Relations, and Regent for Legislation and Appeals. The polls close on August 18th, so be sure to vote. The link for voting can be found below.

Every other year the ICRM conducts a salary survey. Over 125 members have already taken the survey which was sent in email to your email address on file. The more members that participate the better and more accurate the results are. Please contact admin@icrm.org if you need the link resent to you. The survey closes on August 25th.

Nominations are being sought for ICRM Member of the Year, ICRM Lifetime Achievement Award, and the ICRM Mentor of the Year Award. Members can self-nominate. Here is an opportunity to honor one of your fellow members. Nomination forms are due no later than September 1st.

Our feature article this month is by Shirley Derrick CRA who wrote about her journey to becoming a CRA.

We have several interesting stories that appeared in the news. Learn about how NARA preserves our government's records. Meta recently created Threads a new social media tool. Read about what NARA has to say about it. Are there consequences for failing to follow retention requirements? You betcha, read about the \$4 million fine that the SEC slapped JP Morgan Securities LLC for failure to retain millions of electronic communications. An archive can be just about anything, learn about a soil archive that contains 8,000 mason jars of Illinois soil

News and Events

Digital Badging

Get excited! ICRM Digital Badging is coming soon!

ICRM at Events

We have been busy at [conferences this Summer!](#) The ICRM is looking forward to seeing you at [ARMA InfoCon 2023](#) in Detroit!

Careers

[Visit our website](#) for career postings or to post a career opportunity for free!

Preapproved Events

Take a look at the upcoming [ICRM Preapproved Events!](#)

Does your organization have an event you would like preapproved for credit? [Learn how you can get your event preapproved!](#)

Exam Prep Workshops

Need help preparing for the exams? Check out our [2023 Virtual Exam Prep Workshop Schedule](#)

Important Reminders

Have you moved or changed jobs recently? Make sure your contact information is up to date!

[Submit CMPs within 6 months of the activity](#)

ICRM Partners

dating back to 1862.

I'll close with one more form of participation. This newsletter is about you the members, so consider submitting an article to Inside ICRM. It can be about yourself, a project you completed, your hobbies or anything you think would be of interest to other members.

With that said I bid you adieu until the October newsletter.

I am as always your faithful and humble servant,

Peter Kurilecz CRM CA IGP FAI
Editor, Inside ICRM
pakurilecz@gmail.com

ICRM Quick Poll

June Quick Poll Results

In June we asked you what your summer plans are. Click [here](#) to see our favorite responses and our least favorite response.

August Quick Poll -

What does being a member of the ICRM mean to you? Click [here](#) to complete the poll. Results will be shared in our November issue.

Feature: My CRA Journey

Shirley Derrick, CRA reminds us, "...it is not always about the journey but rather how we embrace the challenges of the journey." Click [here](#) to read about Shirley's journey to becoming a CRA.

Announcement: John Krysa Remembrance Award: Dues Waiver

The ICRM is pleased to announce the John Krysa Remembrance Award. The award will serve as a dues waiver for our newest members and to recognize the positive contributions of John Krysa, ICRM Past-President. Find the full announcement [here](#).

ICRM Member Checklist

It is a busy month to be an ICRM member. Here is your checklist to make sure your voice is heard.

- [Board of Regent Elections](#) - Voting closes **August 18**
- [Salary Survey](#) - The deadline is **August 25**
- [Award Nominations](#) - The nomination deadline is **September 1**

Need help or have questions? Reach out to our office at admin@icrm.org

Records and Archives in the News

How to Preserve Priceless Documents at the National Archives New York Times July 14, 2023

When a department runs low on space, it boxes up older files and sends them to record centers operated by the National Archives. The department still legally controls the records stored there, but ownership later shifts to NARA. Presidential records are different. When an administration comes to an end, White House files are immediately transferred to the custody of the National Archives. Archivists place newly acquired records in acid-free Hollinger boxes, trying to replicate their arrangement when officials still used them, and create a rough index of their contents.
<https://www.nytimes.com/interactive/2023/07/14/us/national-archives-documents-preservation.html>

Federal agencies are on Threads, here's what the records agency says about that
Government Executive July 7, 2023



“Government use of social media platforms, including Twitter, Meta, and applications provided by these platforms, has exploded over the past decade,” Laurence Brewer, chief records officer at the National Archives and Records Administration told Government Executive on Friday. “However, our 2013 guidance on managing social media records remains in effect. In particular, as we said then, agencies should assess their business needs and evaluate risks associated with leaving these records in social media.”
<https://www.govexec.com/management/2023/07/federal-agencies-are-threads-heres-what-records-agency-says/388302/>

Data Classification Policy: What it is and How it Can Boost Your Information Governance Efforts

JDSupra

An estimated 82% of the data breaches that occurred in 2022 involved human error or intentional misconduct. That’s why organizations need to be diligent in protecting their data from both internal and external threats. One way to do so is by implementing a strong information governance (IG) program that will keep an organization’s data organized, secure, and accessible.
<https://www.jdsupra.com/legalnews/data-classification-policy-what-it-is-5205811/>

The SEC Provides 4 Million Reasons to Ensure Required Records Are Maintained

JDSupra July 3, 2023

On June 22, 2023, the Securities and Exchange Commission (SEC) published a consent order against J.P. Morgan Securities LLC (JPMorgan) for an alleged failure to retain millions of electronic communications as required by Rule 17a-4 of the Securities Exchange Act of 1934 stemming from the deletion of approximately 47 million electronic communications in about 8,700 retail banking group electronic mailboxes during a data remediation project.
<https://www.jdsupra.com/legalnews/the-sec-provides-4-million-reasons-to-9184032/>

World’s Largest Soil Archive Brings History to Life

Farm Journal May 31, 2023

In 2018, a barn on the University of Illinois Urbana-Champaign (UIUC) main campus was set to be demolished. On demo day, Andrew Margenot, associate professor of soil sciences, walked into the dusty, dilapidated barn to size up the job at hand. That’s when he stumbled upon a once-in-a-lifetime discovery. Nestled within the confines of the decaying barn walls sat 8,000 mason jars filled with Illinois soil dating back to 1862. At 450 sampling locations spanning 21 million crop acres, it’s the world’s largest soil archive. This unique find is likely the oldest collection, as few soil archives exceed 40 years.
<https://www.agfax.com/2023/05/31/worlds-largest-soil-archive-brings-history-to-life/DOD>

8180.01 (Records Management) First Thoughts

Deep Analysis August 8, 2023

Although it is a coincidence DOD Manual 8180.01 (Information Technology Planning for Electronic Records Management) was released this past week, the timing could not be better. And as far as such documents go, it’s a fascinating read for any Information Management professional and a must-read for any IG or RM practitioner or vendor regardless of whether they work with the DOD or any other Government Department. At 88 pages, I will not attempt to summarize or review the whole document. But I want to point out a few high-level observations that affect our industry.
<https://www.deep-analysis.net/dod-8180-01-a-big-shift-for-ig/>

DOD Manual 8180.01 Information Technology Planning for Electronic Records Management

<https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodm/818001m.PDF>

Wanted: ICRM Mentors

Since the ICRM began offering a mentoring program for all exam parts in 2020, we have seen tremendous growth in the number of individuals requesting mentors for their certification process. This unprecedented interest has left us with a need for new mentors to meet this demand.

If you are interested in becoming a mentor or have any questions, please contact us at mentor@icrm.org.

Join Us in Congratulating our Newest ICRM Members!

New CRAs from June & July 2023

Carmen Hubbs, CRA - *Aiea, Hawaii*
Elizabeth Ann Larmon, CRA - *Worthington, Ohio*
Ellen Millar, CRA - *Barrie, Ontario*
Hannah Courtney, CRA - *Baton Rouge, Louisiana*
Judy Graven, CRA - *Austin, Texas*
Linda Thai, CRA - *New York, New York*
Mark Poshepny, CRA - *Lakewood, Colorado*
Sehri Strom, CRA - *Minneapolis, Minnesota*
Sharon Glover, CRA - *Addison, Texas*
Stephanie Baltzer, CRA - *Bismarck, North Dakota*
Tabatha Robbins-Deutsch, CRA - *Lacombe, Alberta*

New CRMs from June & July 2023

Duncan Robak, CRM - *Des Moines, Iowa*
Elizabeth Adigwu, CRM - *Phoenix, Arizona*

Get Involved!

Do you want to get involved in the ICRM or have an article you would like to contribute? Contact our business office at admin@icrm.org.

...And don't forget to connect with us on [Twitter](#), [Facebook](#), and [LinkedIn](#)!



Institute of Certified Records Managers
230 Washington Ave Ext., Suite 101
Albany, NY 12203-3539
Phone: (518) 694-5362
Fax: (518) 463-8656
Email: admin@icrm.org