



Inside ICRM

Institute of Certified Records Managers

www.ICRM.org

Greetings,

In this Newsletter - October 2024

- [Letter From the Editor](#)
- [ICRM Quick Poll](#)
- [ARMA InfoCon: ICRM/ARMA Joint Reception](#)
- [From the Leadership: Regent, Legislation & Appeals Update](#)
- [Federal Specialty Update](#)
- [From the Leadership: Regent, Exam Administration and Member Relations](#)
- [RIM Scary Story: Detox Your Inbox!](#)
- [RIM Scary Story: Dead Bodies Buried Underneath the Floor in the Wild West](#)
- [How I Became A Records Manager](#)
- [Conquering a FOIA Backlog](#)
- [Wanted: ICRM Mentors](#)
- [New Members](#)
- [Get Involved!](#)

Letter from the Editor

Every issue I worry that I won't have any content for the newsletter besides this letter. Well not this month - we have lots of content. So, let's dig in.

First up if you are going to ARMA InfoCon in Houston this month be sure to register for the joint ARMA/ICRM reception. Registration closes October 4th. Instructions can be found in this newsletter.

Save the Date! Yes, save time for the Annual ICRM Virtual Business meeting which will take place on Friday, Dec 6th at 2:30 pm ET/1:30 pm CT/12:30 pm MT/11:30 PT. Registration will open soon.

Brent Gatewood Regent for Legislation and Appeals has supplied us with a short introduction about his self and his career.

For those working in the Federal and Nuclear sectors, the ICRM is offering two workshops specifically for the Federal Specialist and Nuclear Specialist designations. The Federal Specialist workshop takes place on Oct 29th and you can register [here](#). The Nuclear Specialist workshop takes place on Oct 30th and you can register [here](#). The full exam workshop schedule can be found [here](#).

The Federal Specialist Committee has some exciting news. They have expanded the eligibility for the designation. Previously only those who held the CRM designation could sit for this exam. Now if you have passed Parts 2,3, and 4 (and claimed your CRA) and have a minimum of 4 years of professional RIM work experience you are now eligible to sit for the exam. The committee also announced the establishment of the John Krysa Remembrance Specialty Designation Award. More information is available inside the newsletter.

Dr. Todd D. Kleine CRM, PMP shares with us his role as Regent for Exam administration and Member Relations.

Since October is best known for Halloween, we asked in the last newsletter if anyone had "Scary RIM" stories that they would like to share with us. Well, Ellie Maier stepped up with not one, but two scary RIM stories for the newsletter. Learn about her early days in the oil and gas industry, as well as detoxing an inbox. Thank you, Ellie, for your contributions.

Do you have a story about yourself and your career? Please consider submitting an article to the newsletter. Did I mention you can get CMP credits?

Caroline Walters, CRM, ICRM Board Chair announced the results of the recent election. Terms begin on January 1, 2025

President-Elect/Treasurer (2025-2027)

Wendy McLain, MLIS, CRM

Regent, Exam Development (2025-2026)

Sheri Nystedt, CRM, CIGO, CIP, IGP

Regent, Application and Exam Preparation (2025-2026)

Susan Marin, CRM, CIGO, MS, PMP

News and Events

Scary RIM Campfire Stories Mixer

October 30
3:00 pm - 4:00 pm ET
[Register](#) for this free event!

Save the Date Annual Business Meeting

December 6
2:30 pm - 3:30 pm ET

New Exam Proctoring Company

[Learn more](#) about MonitorEDU and this exciting change!

Upcoming Partner Events

The ICRM is happy to be at the following events in 2024. Visit the ICRM table to enter our drawing for a \$100 ICRM Credit.

[InfoCon \(ARMA\), Houston, TX, Oct 14-16](#)

[VAGARA, Virginia Beach, VA, Oct 23-25](#)

Do you have an event with your chapter or region that you would like to see ICRM attend? Contact us.

Key Terms

Studying for the exams? Check out our list of [Key Terms](#) pulled right from our live test bank!

Careers

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

Preapproved Events

Does your organization have an event over 2 hours you would like preapproved for credit? [Learn how you can get your event preapproved!](#)

Important Reminders

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

Have you entered any CMPs lately? Submit your CMP Request within one year of the event.

ICRM Partners



Regent, Marketing and Communications (2025-2026)

Kiersten McAvoy, CRM

Jerry Lucente-Kirkpatrick CRM IGP has provided us with a wonderful piece about his self and his journey to the world of RIM. It all began when he was born. Go read the article, and consider submitting one about yourself.

I never know where I will find potential articles for the newsletter. In early August I was perusing LinkedIn when I ran across a posting by Rebecca Conner, CRM, IGP, and how she had resolved a massive FOIA backlog for her employer AMTRAK. I asked her if she would submit an article and she said yes. On Oct 3rd she will be doing a presentation about her work for the Digital Government Sector (DGI)'s Public Sector FOIA update 2024. You can register [here](#).

With every issue, it seems another member has passed away. On May 31, 2024 Carol Ann Brock passed away. Carol had a long and varied career in RIM. Learn more about Carol [here](#). To learn more about her career go to her LinkedIn [profile](#).

On August 30, 2024 David O. Stephens passed away. He was well-known in the RIM community. He was the author or co-author of *Information and Records Managements: Document-Based Information Systems, Electronic Records Retention: New Strategies for data life cycle management, Advanced Records and Information Management: A Home Study Course, and Digital Signatures and Global E-Commerce: Part I—U.S. Initiatives* (an article from the *Information Management Journal*). To learn more about David you can read his obituary [here](#).

In closing don't forget to take our quick poll. If you are going to be in Houston for the ARMA InfoCon, be sure and stop by the ICRM booth and say hello to Meghan and myself.

Until next time I am as usual your obedient servant

Peter Kurilecz CRM, CA, IGP, FAI
Editor, *Inside ICRM*
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ICRM Quick Poll

August Quick Poll Results

In August, we asked you about what hobbies you enjoy. Thank you to everyone who responded! Here are the most popular responses.

Crochet gardening
working **Reading** Travel
playing Hiking Knitting
 cooking

October Quick Poll -

It's October and time for all things spooky! In honor of our upcoming scary story mixer, we want to hear from you. Do you have a scary RIM Story? If so, share it with us [here](#). We'll provide the results in the December newsletter.

ARMA InfoCon: ICRM/ARMA Joint Reception

You Are Invited!

ARMA International and the ICRM are delighted to invite you to an exclusive joint reception on Sunday, October 13th, in conjunction with InfoCon 2024. This prestigious event is exclusively open to current certification holders from ARMA and ICRM, honoring your exemplary commitment and expertise in the field. Additionally, professionals interested in pursuing ARMA or ICRM certifications are warmly encouraged to join us, offering a unique opportunity to network and gain insights from leaders in Records & Information Management and Information Governance. [Visit our website for full information and register by October 4.](#)

From the Leadership: ICRM Regent of Legislation & Appeals

By Brent Gatewood, CRM, MBA

Hello! Thank you for the opportunity to introduce myself! I have been a part of the RIM community for, uh, a while? Ok, I'll fess up, it has been more than 25 years. So, I am guessing that you and I have bumped into one



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another at a conference, event, or maybe even your company/organization. Currently, I serve you and the ICRM Board as our Regent for Legislation and Appeals.

A bit about myself. I started in the RIM world while working for TAB Products more than 25 years ago. That means I understand terminal and middle digit filing, I appreciate media of all forms, and have helped to convert people from top tab to side tab, color-coded files. I quickly transitioned to professional services and consulting and have been helping organizations of all sizes around the world to manage their information more effectively for more than 20 years. [Read full article here.](#)

Federal Specialty Update

By: Cheryl Smith CRM/FED

The ICRM and Federal Specialist Committee have recently made several important announcements of interest to everyone who works in records and information management (RIM) programs of the U.S. Government, including government employees, uniformed military, vendors, consultants, and contractors. With these new developments, there is no better time than right now to build on your certification and increase your value in the RIM profession. The Federal Specialist (FED) certification is the ideal next step for all who wish to further test their knowledge in the wide array of competencies that are required to operate and support a Federal records management program.

[Read full article about eligibility expansion and scholarship opportunities.](#)

Regent of Exam Administration and Member Relations

By Dr. Todd D. Kleine, CRM, PMP

In 2013, I remember nervously heading to a local testing center to take the part six exam. After several hours of constantly refining the final product, I left the testing center with a few weeks to wait until the congratulatory email arrived that finished my CRM testing process. Fast forward 11 years and I still feel the excitement, now reserved for candidates, when I receive notification from our testing database of their success. I also feel a twinge of disappointment when word comes through that a candidate will have to retake an exam – something I faced during my own testing process. [Read full article here.](#)

RIM Scary Story: Detox Your Inbox!

By Ellie Maier, CRM, CBCP

I was summoned to help out a high-level VP and consult with him on his organizational methods of emails. Without knowing much about this and little background, I followed up on this meeting and at the time had just started consulting in RIM (1996-97) when email was still in its infancy stages. Shaking in my boots, but well prepared, I was ushered into his office and his executive assistant was so glad to see me. She brought me coffee and confided that without my help, everything was at a standstill, as she couldn't get into his email account anymore. This was way back in the day when emails were just emails, not necessarily records, and management of them, for some was not a concern. [Read full story.](#)

RIM Scary Story: Dead Bodies Buried Underneath the Floor in the Wild West

By Ellie Maier, CRM, CBCP

Back in my downstream Oil and Gas days, I worked in two separate refineries on various records projects. The first, an engineer had come to me, claiming "Hey little Missie, in my day we stored records underneath the floor" to which I looked at him and was like "Hum, for real? How is this even possible" but since he didn't want to be the whistleblower, he said, "Well you didn't hear it from me". Intrigued, I came back to the corporate office and feverishly told my boss that "Yea, I heard they are burying dead bodies now underneath the floor at" [Read full story.](#)

How I Became A Records Manager

By Jerry Lucente-Kirkpatrick, CRM, IGP

Question:

What do you believe are the characteristics and actions that you used to get to where you are today?

My Response:

First, I was born the youngest of four children, and together with my twin sister, Joni, who is 7-minutes older than I am.

What did this teach me?

- I'm never going to be first, so I accept my place in life, in a family, among friends, at work, etc.

- I learned to share the spotlight from years of shared birthdays, photos, events, etc.
- I learned how to collaborate, since Joni and I were always a built-in team.

[Read more](#) about Jerry's journey to becoming a RIM Professional and the wisdom he learned along the way.

Conquering a FOIA Backlog

By Rebecca Conner, CRM, IGP

When I began my position at Amtrak in late 2018, I took over the Freedom of Information Act (FOIA) Office and the Records Management Office at the same time. The FOIA Office had an established paper-based process in place for managing FOIA requests. New requests were received via mail or email. If via email, the email was printed. The request was logged into a FOIA tracking solution and received a tracking number. All requests internally and externally happened via phone or email, and everything was well-documented, written down, printed, and placed in a file folder. Open files were maintained in office filing cabinets, while closed files were sent to offsite records storage. [Read more](#).

Wanted: ICRM Mentors

The ICRM is always looking for new mentors. 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 August & September 2024

Amanda Tharp, CRA - *Columbus, Ohio*
Bart Danko, CRA - *Georgetown, Ontario*
Britany Joyce, CRA - *Dallas, Texas*
Christian George, CRA - *Arlington, Virginia*
Claudia Baker, CRA - *Boulder, Colorado*
Gary Aaron, CRA - *Austin, Texas*
Hope McCorkle, CRA - *Baton Rouge, Louisiana*
Jenn Plowman, CRA - *Camp, Arkansas*
Mallory Chapman, CRA - *Baton Rouge, Louisiana*
Megan Callaway, CRA - *East York, Ontario*
Michele Graham, CRA - *Jacksonville, North Carolina*
Morgan York, CRA - *Madisonville, Louisiana*
Natalia Londono-Arroyo, CRA - *Las Vegas, Nevada*
Sonia A Nelson, CRA - *Lancaster, California*

New CRMs from August & September 2024

Alyssa Walker, CRM - *Austin, Texas*
Amanda Tonguis, CRM - *Baton Rouge, Louisiana*
Heather Hahn, CRM - *Reno, Nevada*
Lauren Uszynski, CRM - *Tecumseh, Ontario*
Lisa Morris, CRM - *Brooksville, Florida*
Sarah von Innerebner, CRM - *Salmon Arm, British Columbia*

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 [X](#), [Facebook](#), and [LinkedIn](#)!

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