

THE OHIOERC PRESENTS...
YOUR SEAT AT THE PURCHASING TABLE:
A RECORDS MANAGEMENT POINT OF VIEW

Are you considering purchasing a records management system? Do you have questions about the procurement process from a records management perspective? If so, the Ohio Electronic Records Committee (OhioERC.org) encourages you to consider attending a FREE half-day seminar this fall.

DATE: October 28, 2015

LOCATION: State Library
274 E. First Avenue
Columbus, OH 43201

TIME: AM Session: 8:30-11:45 a.m.
PM Session: 12:00-3:15 p.m.

COST: *FREE!*

REGISTRATION IS REQUIRED FOR THIS EVENT @: <http://bit.ly/RegisterOhioERC2015Seminar>

AGENDA

OhioERC will host two identical sessions. Please register for either the AM session or the PM session.

AM		PM
8:30	Registration	12:00
9:00	Records considerations during procurement This session will provide an overview of the procurement process, including how to ensure recordkeeping concerns are dealt with during the process. <i>Daniel Noonan, e-Records/Digital Resources Archivist, The Ohio State University</i>	12:30
10:00	Break	1:30
10:15	Case study: Ohio Attorney General's (OAG) Office Over the past four years, OAG has been implementing a document and records management system to bring order, collaboration and compliance to the office's records. This session will focus on lessons learned from drafting the RFP, scoring proposals, interviewing vendors, the multi-year design and implementation process, and the interaction between information technology, vendors, records management, legal, and the business units. <i>Pari Swift, Senior Records Manager and Nathan Owens, Records Analyst, Ohio Attorney General's Office</i>	1:45
11:45	Adjourn	3:15

