

TIDAL WAVES

ARMA INTERNATIONAL  TIDEWATER CHAPTER #45



President's Message
Page 2



Quotable Quotes
Page 2

What's Inside?

Did you Know? Page 3

Treasurer's Report Page 4

Meeting Minutes Page 5

Calendar of Events Page 7

Contact Information Page 9

ICRM Information Page 10

President's Message

Greetings...

The end of this Chapter year is quickly approaching and your Chapter Board has been busy collaborating on the upcoming Year. With the retirement of several Chapter members this past year, and potentially other members this year, it's more critical than ever that we *replenish* the Board.

In light of that, and without a slate of candidates for the upcoming Chapter Year, the Board has reached out to Ray Davis (Region Director, ARMA Mid-Atlantic Region) for guidance and he will be the Speaker at this month's meeting.

Looking forward to "seeing" you then...

Blessings -

Darlene

Quotable Quotes

Men are not prisoners of fate, but only prisoners of their own minds.
~Franklin D. Roosevelt~

Knowledge is like a garden; if it is not cultivated, it cannot be harvested.
~African Proverb~

To err is human; to forgive, is frequent.
~Franklin P. Adams~

Nothing is as far away as one minute ago.
~Jim Bishop~



All the blinking in one day equates to having your eyes closed for 30 minutes

The average human brain contains around 78% water

The Arctic Ocean is the smallest in the world

French fries are originally from Belgium

www.did-you-knows.com



CONNECT ON LINKEDIN



WHY CHOOSE DOMA?

DOMA's **data and document management solutions** can help boost efficiency, lower your environmental footprint, **save money**, free up space, and **increase security**



HIGH VOLUME CONVERSION
DIGITIZE YOUR WORKFLOW



INTUITIVE DATA EXTRACTION
TURN DOCUMENTS INTO DATA



DX SOFTWARE PLATFORM
TOTAL CONTENT MANAGEMENT



DYNAMIC CLOUD SERVICES
SCALABLE ENTERPRISE SOLUTIONS

DOMA PROUDLY SUPPORTS THE ARMA TIDEWATER CHAPTER

TREASURY ACTIVITY REPORT**APRIL 2021****CHECKING OPERATING ACCOUNT**

Beginning Balance - April 1, 2020			9,790.78
Deposits:			
4/16/21	Escrow - ARMA HQ	20.00	
Date	Description	0.00	
Date	Description	0.00	
Date	Description	0.00	
	Total Deposits	20.00	
Disbursements:			
4/15/21	Darlene Barber/Reimb for Boss' Night Gifts	175.00	
Date	Description	0.00	
Date	Description	0.00	
Date	Description	0.00	
	Total Disbursements	175.00	
<i>Ending Balance as of April 30, 2021</i>			9,635.78

SAVINGS/SCHOLARSHIP ACCOUNT

Beginning Balance - April 1, 2020			3,362.19
Deposits:			
Date	Description	0.00	
Date	Description	0.00	
	Total Deposit	0.00	
Disbursements:			
Date		0.00	
Date		0.00	
	Total Disbursements	0.00	
<i>Ending Balance as of April 30, 2021</i>			3,362.19

TIDEWATER ARMA NET WORTH: 12,997.97

Respectfully Submitted
 Susan E. Marziani, Treasurer
 Date: 3 May 2021
 Confirmed with bank

A handwritten signature in blue ink that reads "Susan Marziani".

Tidewater ARMA General Membership Meeting

April 20, 2021

Members

Darlene Barber, Tamika Bond, Drew Dail, Patronda Graham, Susan Marziani

Guests

Josh Borum (Speaker), Katrina Pope, Sade De la Vega (Bayport), Amber Loving
Melanie Needam, Pam Parks, Felicia Coker

Call to Order

Darlene Barber

Meeting called to order at 5:31pm.

Old Business

There is no old business

New Business

- Approval of Treasurer's Report - report was listed in April newsletter.
- Approval of Minutes - report was listed in April newsletter. Minutes were approved as published.
- Committee Reports:
 - Member Care Committee- No new information to share regarding member are.
- Other - Looking for ideas for annual meeting replacement. The idea was proposed to have a guest speaker come from headquarters to come and speak.

Introduction of Presenter

Darlene Barber

DOMA Virtual Facility Tour

Josh Borum (DOMA)

Josh Borum from DOMA Technologies joined us to give us a virtual tour of the two DOMA facilities located in London Bridge and Lynnhaven sections of Virginia Beach, VA. The building has an open concept to foster team collaboration. New COVID protocol calls for temperature checks and other safety procedures to keep the employees and visitors safe. The locations are full of space to receive and process records for digitizing. DOMA has invited the chapter to view the facility in person once the pandemic has subsided.

Other

All

Adjournment

Darlene Barber

The meeting was adjourned at 5:51pm.



**ARMA Tidewater
CALENDAR OF EVENTS**

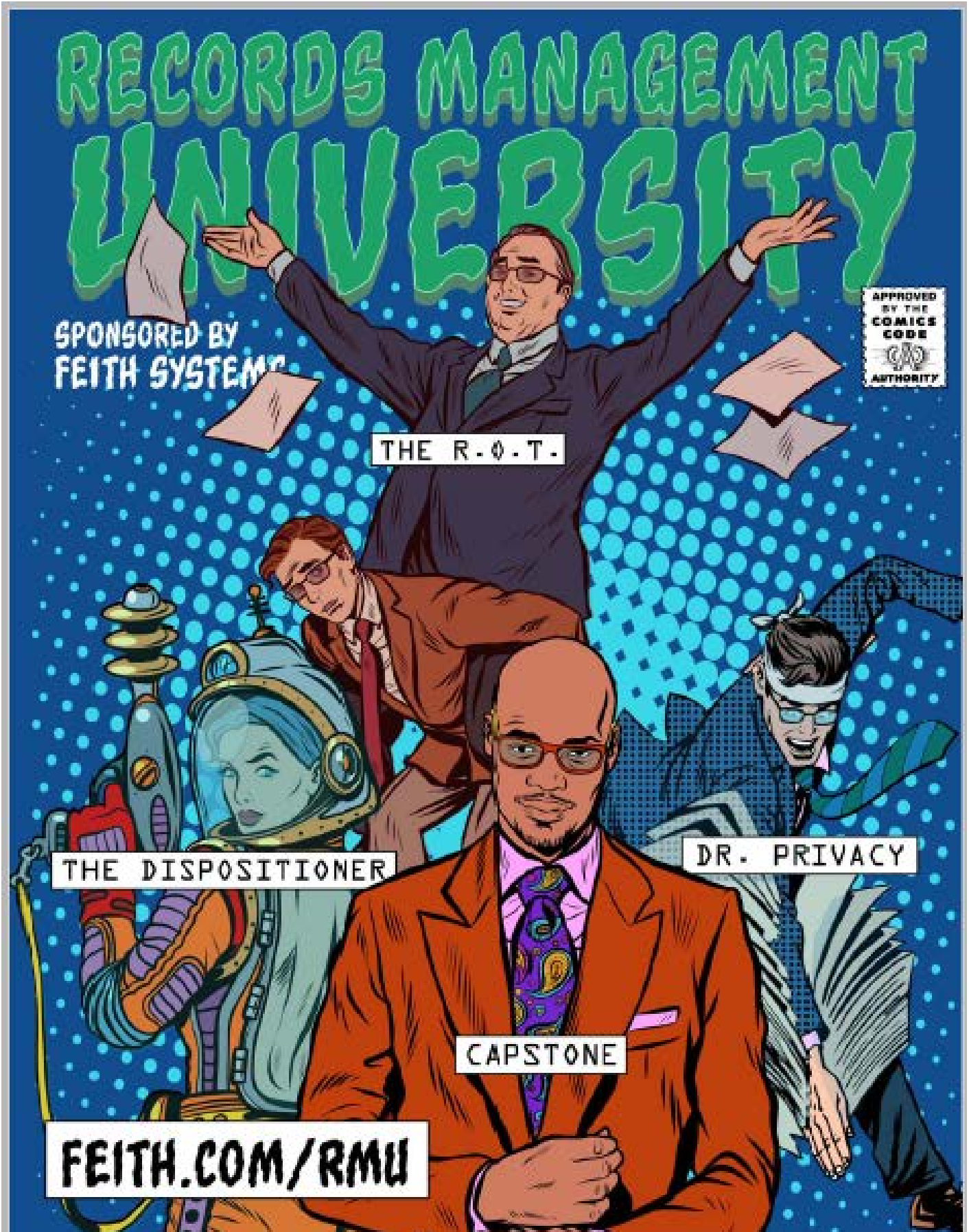
5:30 Meeting; 6:00 Speaker/Presentation

2020 - 2021

ONCE A MONTH - INVEST IN YOU AND JOIN US

MEETINGS WILL BE HELD VIRTUALLY

Aug 2020							Sep 2020							Oct 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5					1	2	3
2	3	4		6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			
PLANNING							EMERGENCY PREPAREDNESS DISASTER RECOVERY MATT DECIRCE, POLYGON US							DISASTER WHAT NOT TO DO GREG DOLAK, YCSD						
Nov 2020							Dec 2020							Jan 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30
														31						
GUILTY UNTIL PROVEN INNOCENT DARLENE BARBER, CRM NEWPORT NEWS SHIPBUILDING							ONLINE ANGEL TREE GIVING							BOSSSES' APPRECIATION MOTIVATIONAL SPEAKER LINDSAY CESTERO BAYPORT CREDIT UNION						
Feb 2021							Mar 2021							Apr 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6		1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
28							28	29	30	31				25	26	27	28	29	30	
DIGITAL MAILROOM UCMA							ARE YOU A STAR AT WORK? STEPHANIE SIMMONS NEWPORT NEWS SHIPBUILDING							VIRTUAL TOUR UCMA FACILITIES						
May 2021							Jun 2021							Jul 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5					1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			
Guest Speaker Ray Davis Region Director, Mid-Atlantic							CHAPTER AWARDS & INSTALLATION OF OFFICERS							SUMMER BREAK						



Contact Us

Email

Tidewater.arma@gmail.com

Website

www.arma-tidewater.org

Webmaster

JTillman82@gmail.com

Newsletter Editor

smarzian@vbgov.com

2020 - 2021 Chapter Officers

President and Vice President

Darlene Barber

757.380.4340

Darlene.Barber@hii-nns.com

Secretary

Tamika Bond

757.390.7884

Tamika.bond@nscorp.com

Treasurer

Susan Marziani

757.385.8908

smarzian@vbgov.com

ARMA PUBLICATIONS

[How To Develop a Retention Schedule](#)

[Identifying and Classifying E-Messages as Records](#)

[Implementing Electronic Messaging Policies](#)

[Implementing Litigation Readiness Principles and Practices](#)

[Implementing the Generally Accepted Recordkeeping Principles](#)

[Information Governance Body of Knowledge \(IGBOK\)](#)

For more details, visit arma.org



The Institute of Certified Records Managers (ICRM) Announces Online-Only Testing is Here!

Albany, NY, ICRM Business Office, September 1, 2020 - The Institute is launching Online Testing September 1. Candidates can now take exams through proctored online testing in the comfort and safety of their own environments, whether home or office. In person testing is no longer offered.

The Online Testing Taskforce chose to move from in person testing with Pearson VUE to Prolydian's online testing partner Examity. This change creates a seamless process as the ICRM already uses Prolydian for the website, member management, application process, and test databank. This streamlined process will allow the ICRM to serve its candidates better.

In conjunction with the move to online testing, the Institute will expand the Part 6 testing cycle from two weeks to two months. This provides more flexibility for candidates to schedule a Part 6 exam. A candidate who does not pass the Part 6 exam, must wait until the next exam cycle to be eligible to take it again. The first Part 6 online exam cycle starts October 1 and ends November 30.

Parts 1-5 will still be offered year-round. If a candidate fails to pass one of these multiple-choice exams, they may reschedule at any time upon receipt of their results. Test results will be received within 72 hours.

"We are thrilled to launch our new online testing module that provides greater accessibility to our candidates. I am grateful for the hard work and diligence of the Online Testing Taskforce over the past five months to bring online testing to fruition. These are challenging, but also exciting times, as we are able to use technology to modernize processes and better serve our candidates," said ICRM President Paula Sutton, CRM, IGP, FAI.

Please visit [Online Exam FAQ](#), [Taking the CRM Exam](#), and [Taking the CRA Exam](#) for more information about the online testing process and how to achieve your certification. To learn more, please contact the ICRM Business Office.

ICRM Business Office Contact Information:

(877)244-3128 <http://www.icrm.org> or admin@icrm.org

About ICRM

The Institute of Certified Records Managers (ICRM) is an international certifying organization of and for professional records and information managers. The ICRM was incorporated in 1975 to meet the requirement to have a standard by which persons involved in records and information management could be measured, accredited and recognized according to criteria of experience and capability established by their peers.