

				<b>2018 Annual Conference</b> <b>Safety Harbor Resort &amp; Spa</b> <b>105 North Bayshore Drive Safety Harbor, Florida, 34695</b>			
Tuesday, May 22		Wednesday, May 23		Thursday, May 24		Friday, May 25	
		7:00 AM - 8:00 AM		7:00 AM - 8:00 AM		7:00 AM - 8:00 AM	
		Breakfast - Four Springs		Breakfast - Four Springs		Breakfast - Four Springs	
		8:00 AM - 8:15 AM		8:00 AM - 9:45 AM (1.75 hrs)		8:00 AM - 10:00 AM (2hrs)	
		Opening Ceremony <i>Baranoff</i>		<b>** (Advanced RM)</b> Discussion Panel Hurricane Irma Lessons Learned Sandy Tuller Lucia Ungaro-Morphonios Brian Bradley <i>Baranoff</i>		<b>*** Disaster Recovery</b> Archie Matthews <i>Baranoff</i>	
		8:15 AM - 10:15 AM (2hrs)				<b>** (Advanced RM)</b> Keeping Up With Multigenerational Workplace Kevin Connelly <i>Athena</i>	
		<b>*** Legislative Changes</b> Pat Gleason <i>Baranoff</i>					
10:00 AM		10:15 AM - 10:35 AM Break		9:45 AM - 10:05 AM Break		10:00 AM - 10:20 AM Break	
Registration Desk Opens <i>History Hall</i>		10:35 AM - 11:35 AM (1.0 hr)		10:05 AM - 12:05 PM (2.0 hrs)		10:20 AM - 11:20 AM (1 hr)	
Vendor Area Opens <i>Baranoff Lobby</i>		<b>** (Advanced RM)</b> State of Florida Archives & Records Beth Golding <i>Baranoff</i>		<b>*** Sunshine Law</b> Rick Courtemanche <i>Athena</i>		<b>** (Advanced RM)</b> Public Records Requests Tim O'Toole <i>Baranoff</i>	
						<b>*** (Electronic Records)</b> Change Management Electronic Records Vestina Crayton <i>Baranoff</i>	
						<b>** (Advanced RM)</b> Mind Mapping Techniques Priscilla Emery <i>Athena</i>	
11:35 AM - 1:15 PM		Lunch On Your Own		12:05 PM - 1:35 PM		11:20 AM - 12:20 PM (1 hr)	
				Business Meeting/Luncheon <i>Four Springs</i>		FCRM - Questions/Answers Kimberly Ingram <i>Baranoff</i>	
12:00 PM - 2:00 PM (2 hrs)		1:15 PM - 2:30 PM (1.25 hrs)		1:35 PM - 3:05 PM (1.50 hrs)			
<b>* Basics of Records Management Part 1 of 2</b> State of Florida Archives & Records Tim Few <i>Athena</i>		<b>** (Advanced RM)</b> 12:00 PM - 1:00 PM Smarsh Technology Topic Jay Grewe <i>Baranoff</i>		<b>** (Advanced RM)</b> SWFWMD's 1B-26 Project Three Years In Earl Rich Peggy Meinhardt Chris Poe <i>Baranoff</i>		Industry Specific Roundtables City Clerks - <i>Baranoff</i> Clerk of Court - <i>Athena</i> Education - <i>Bayshore C</i> Legal-Police - <i>Bayshore B</i> Private & Other Government Agencies - <i>Bayshore A</i>	
		<b>** (Advanced RM)</b> 1:00 PM - 2:00 PM Stevens & Stevens Technology Topic Robert Bounds Jr. Southern Manatee Fire & Rescue District <i>Baranoff</i>					
2:00 PM - 2:20 PM Break		2:30 PM - 2:50 PM Break		3:05 PM - 3:25 PM Break			
2:20 PM - 4:20 PM (2 hrs)		2:50 PM - 4:35 PM (1.75 hrs)		3:25 PM - 4:55 PM (1.50 hrs)			
<b>* Basics of Records Management Part 2 of 2</b> State of Florida Archives & Records Tim Few <i>Athena</i>		<b>*** (Electronic Records)</b> Cyber Security Daniel Whitehouse <i>Baranoff</i>		Industry Specific Roundtables City Clerks - <i>Baranoff</i> Clerk of Court - <i>Athena</i> Education - <i>Bayshore C</i> Legal-Police - <i>Bayshore B</i> Private & Other Government Agencies - <i>Bayshore A</i>			
		<b>** (Advanced RM)</b> 2:20 PM - 3:20 PM MCCi Technology Topic Logan Di Liello <i>Baranoff</i>					
		<b>** (Advanced RM)</b> 3:20 PM - 4:20 PM Technology Topic <i>Baranoff</i>					
4.0 hours		6.0 hours		6.75 hours		4.0 hours	
<b>Total Credit Hours: 20.75</b>							
4:30 PM - 4:45 PM		6:00 PM - 9:00 PM		6:00 PM - TBD			
Team Photography Scavenger Hunt Kick-Off Meeting - <i>Athena</i>		Stevens & Stevens Business Records Management Inc. Event Must be pre-registered. Bus leaves at 5:30 PM. Refreshments provided.		Hospitality Suite Open <i>DeSoto</i>			
5:30 PM - 6:30 PM							
New Member Orientation Meet the Board <i>Safety Harbor Art &amp; Music Center</i>							
6:30 PM - 9:00 PM		5:30 PM - TBD					
FRMA Board: Meet & Greet <i>Safety Harbor Art &amp; Music Center</i> Live Music, Food & Beverages Served		Hospitality Suite Open <i>DeSoto</i>					

\* Basics of Records Management designated in **green** is required for first time certification only.

\*\* A total of 4 hours of courses designated as "Advanced RM" in **blue** is required to complete the Advanced Records Management requirement for both initial certification and recertification.

\*\*\* 2 hours each is required for Legislative Changes, Disaster Recovery, Electronic Records, and Sunshine Law designated in **red** for both initial certification and recertification.

Members may attend classes as often as desired, however, Basics Records Management and Disaster Recovery, will only be credited once during the certification/recertification period.