

## **Call for Submissions**

### **Saskatchewan Access, Privacy, Security, Information and Records Management Forum**

#### **Making Connections**

**September 27-29, 2010**

**Regina Inn, Regina, Saskatchewan**

**Deadline for Submission: 5:00 p.m. June 30, 2010**

#### **EVENT DESCRIPTION**

The Saskatchewan Ministry of Justice and Attorney General, Access & Privacy Branch, is proud to announce the Saskatchewan Access, Privacy, Security, Information and Records Management Forum - Making Connections.

In order to ensure the most relevant topics/speakers for this exclusive event, we will use a "community based" approach to the development of the program. An advisory committee made up of staff from:

- Ministry of Justice and Attorney General, Access & Privacy Branch
- Saskatchewan Information Technology Office
- Ministry of Health, Policy and Planning Branch
- Saskatchewan Archives Board
- ARMA Saskatchewan
- City of Regina
- Saskatoon Regional Health Authority

The goal of this year's event is to demonstrate the connectivity between the above disciplines and to provide a forum for this community to make their own connections, ultimately improving the performance of each discipline within all public bodies.

For more information about this year's event please go to: [www.verney.ca/sk2010](http://www.verney.ca/sk2010)

#### **CALL FOR PRESENTATIONS**

The Advisory Committee has started to develop the learning program for this event. In a constant effort to ensure the program is current and relevant, the Agenda Planning Committee would like to invite individuals to submit proposals for presentations to be heard at the Forum.

Individuals whose submissions are selected for the Conference program will be notified by July 14, 2010. Those selected will be required to provide session-specific information prior to the Conference, including (1) a brief professional biography and (2) complete presentation materials for inclusion in the Conference proceedings.

Individuals who make a submission will be responsible for their own expenses related to participation in the Conference. However, Conference registration fees will be waived for individuals whose submissions are selected.

## TOPICS

Below is a preliminary list of potential topics. Feel free to make submissions regarding one or more of the topics listed. You can make submissions on topics not listed, however preference will be given to submissions that relate to one or more of the listed Streams:

### Streams:

- Access
- Privacy
- Security
- Records Management
- Health Information Protection

### Potential Topics:

- Privacy policy
- Best practices
- Forensic records
- Access compliance
- Responding to privacy breaches
- Review and investigation
- Security awareness for HR
- Records management program – set up, implement, application
- Records disposal
- Digital records
- Email records
- Record storage
- Access request
- Legal aspects of security
- Understanding 3<sup>rd</sup> party compliance
- Understanding your IT professional
- Implementing e-record software systems, pros and cons
- Unstructured data and network drive
- Cloud computing
- FOI/FIPPA 101
- Local Authority Freedom of Information and Protection of Privacy Act (LA FOIP)
- Social networking
- Identity management
- Privacy and security in mobile computing
- Electronic Health Records
- Regulation compliance
- Privacy risk mitigation plan
- Developing a training and awareness program

## SUBMISSION FORMAT

Please submit a 1-2-paragraph abstract for a 1-hour presentation including a title and 3-5 key bullet points. Remember to:

- be specific about what you will present, and how the audience will benefit
- talk about real-world experience and achievements rather than theory
- if you are a vendor to this community do not 'pitch' specific products

Your submission should also include the following:

- Name of speaker
- Job title
- Address
- Contact phone number
- Email
- Program stream(s) your submission fits into
- Presentation title and brief description
- Audience skill level (basic, intermediate, advanced)
- Speaker biography

**SUBMISSIONS LONGER THAN TWO PAGES WILL NOT BE CONSIDERED**

### **SUBMIT TO**

Please make submissions by email no later than 5:00 pm, June 30, 2010 to Dustin Rivers at [drivers@verney.ca](mailto:drivers@verney.ca) and CC Crystal Wong at [cwong@verney.ca](mailto:cwong@verney.ca)