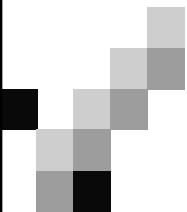



Bright futures  
begin here



*Million Dollar ROI*  
*T32*

**Don Crothers, ECMP** **Lea Beeken, M.Ed**  
**Account Executive** **Supervisor**  
**CriticalControl** **District Records**  
**Solutions Inc.,** **Edmonton Public**  
**Schools**



Records  
Appropriately  
Managed  
Program

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**The ROI** (return on investment)



Records  
Appropriately  
Managed  
Program

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**Focus on**  
**HR record**



Records  
Appropriately  
Managed  
Program

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What was the status quo?



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What was the problem?



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How do you gain traction on a problem this BIG?



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**Find your allies**



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**Build belief and energy!**



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**Field Trips!**



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# Solve outstanding problems



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# Let the experts be the experts



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## What was important to EPSB?



- Competence – Ensure we could we do the job
- Security – File Management – Access - Transport
- Accountability – Response time – Availability - Training
- Partnership – Dedicated 'A' Team
- Value – Not the Cheapest – Value added services
- Tenure – Experience with Large Sensitive File collections
- Process – well defined and communicated processes
- Flexibility – Ability to change elements of the process

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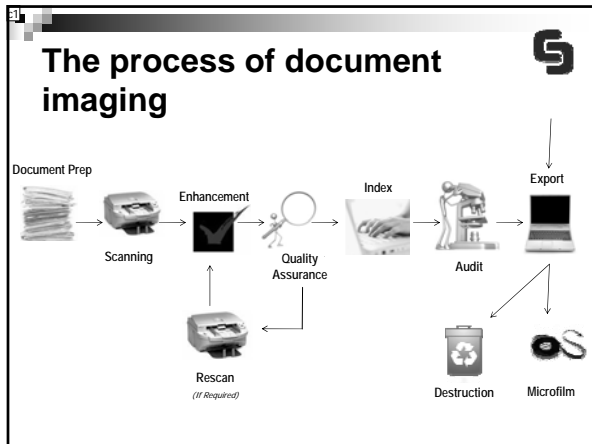
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### Scope of the Project

- 1,601,265 Images Scanned and Exported
- 12,400 Employee Files
- 2,520 Teacher Applicant Files
- Started April 30<sup>th</sup> – Completed June 11<sup>th</sup>
- 767 Boxes

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### Services

<b>Imaging</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Electronic and/or microfilm formats</li> <li><input type="checkbox"/> Simplifying: storage, retrieval &amp; dissemination</li> </ul>	<b>Business Process Outsourcing</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registration services</li> <li><input type="checkbox"/> Mailroom functions</li> <li><input type="checkbox"/> Onsite imaging</li> </ul>
<b>Records and Document Management</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assisting in defining, procuring &amp; implementing records/document</li> </ul>	<b>Hosted Repository</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Manage your data in an electronic storage facility (temporary or permanently)</li> <li><input type="checkbox"/> Safe, secure, accessible</li> </ul>

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simple,  
Simple,  
SIMPLE

(for your end users)



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No training  
required



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What does  
it look like?



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