



**Details on the presentation:** Whether you are new to Records and Information Management or Information Governance or a seasoned veteran, using a RACI chart for building a program, starting new initiatives, or communicating ongoing management of a Program helps set expectations. Helen's presentation will address how to create a RACI Chart for new programs, new initiatives and ongoing maintenance and how using the Chart during executive presentations helps sets the tone for each of those elements.

Helen Streck has more than 36 years of experience in information management design and implementation for both private corporations and public entities.

Helen is President and CEO of Kaizen InfoSource, a consulting firm that designs information management programs and helps organizations move into technology.

Helen has served as associate director of corporate records and information management for pharmaceutical companies, and a records manager and consultant for municipal government agencies. She has also crafted information management program strategies for diverse organizations and built concrete, actionable steps for implementation of these strategies across a broad spectrum of clients.

In addition, Helen has published articles in various professional newsletters for AIIM and developed a research report for ARMA International Foundation.