

**WYOMING CHAPTER OF ARMA**  
**Chapter Meeting March 11, 2009**  
**Cheyenne Kiwanis Community House, 4603 Lions Park Drive, Cheyenne, WY**  
**Wyoming Chapter Spring Seminar**  
**RIM Challenges: The Digital Haystack, Spoliation and Legal Holds as Seen**  
**Through a Mock Trial**

**Please Note:** These minutes are abridged.

**Topic:** RIM Challenges: The Digital Haystack, Spoliation and Legal Holds as Seen Through a Mock Deposition and Trial

**Speaker:** John Isaza, Esq., partner, Howett Isaza Law Group, LLP

Pat Newbern, President, opened the seminar by welcoming everyone and thanking them for attending. Pat introduced the WY ARMA Board of Directors and the WY ARMA Seminar Committee, thanking them for their work and efforts in bringing the Seminar together. Pat then introduced the speaker, John Isaza, Esq.

In the first session, “The Digital Haystack: Technological and Legal Challenges Affecting RIM” John discussed RIM challenges and the impact on businesses and government agencies. He also talked about records management policies and retention schedules and offered records management tips. During the morning break Bob Curtis opened the Silent Auction. In the second morning session, “Spoliation & Legal Holds: Seven Steps for Implementing Legal Holds from Triggering Events”, John explained what a hold policy was and the steps for implementing a legal hold. He provided information about ‘spoliation of records’ and why this has come to the front of many high profile law suits and why ESI has brought forward the term E-Discovery. Following the lunch break was a Mock Deposition and Mock Trial. During the afternoon break Bob Curtis drew number for 10 door prizes. The audience was the jury, given the same instructions as a trial jury, and divided up into jury pools. After the mock trial, the audience were given final instructions and allowed to deliberate and present verdicts. This was a very informative and humorous presentation. Following the mock trial John concluded with a question and answer period.

There were 101 attendees at the seminar and the Silent Auction brought in just over \$1,500.00 for the Scholarship Fund. We were very fortunate to have John Isaza, one of the country’s foremost experts on electronic discovery provide us with a wealth of information on legal holds and preparing for litigation.

**Respectfully submitted by:**  
**Debbie Leonard, Secretary**