2020 IT Fall Conference
October 20, 2020
Virtual Agenda

Tuesday, October 20

9:00 a.m. **Welcome and Safety Share**

9:10 a.m. **RC3 Program Update**

9:45 a.m. **InfraGard Iowa Alliance**
More information on the InfraGard Alliance in Iowa https://www.infragardiowa.org/
Randy Cairns, President, InfraGard Members Alliance Iowa

10:30 a.m. **Break**

10:40 a.m. **Iowa Homeland Security**
During this session, Tierney will share general overview from Iowa Homeland Security, discuss some threats and risks associated with COVID, and share some case studies.
Tierney Robinson, Iowa Homeland Security & Emergency Management

11:25 a.m. **Stretch Break**

11:30 a.m. **Maximizing Your NRECA Membership: IT tools and resources**
During this session, Shawna will share more information on the IT tools and resources you never knew you had available with your NRECA membership.
Shawna Ryan, Principal, IT Member Engagement, NRECA

12:00 p.m. **Lunch Break**

1:00 p.m. **A Culture of Cyber**
Cybersecurity readiness is one of a business's most important missions. Information technology staff have been dealing with cyber issues in one way or another for many years now, but of late the topic has also impacted all facets of company, from CEOs, to customer service representatives, to accounting and operational staff. In this session, we will focus on how those of you in IT positions can act as company leaders in developing a culture of cyber. Everyone has to be ready to tackle this important subject, and IT can show the way. We will place a special emphasis on phishing education and readiness for all employees.

Bill Heinzen, NISC
Bill Heinzen serves as the information security team lead at National Information Solutions Cooperative (NISC). He holds a Certified Information Systems Security Professional (CISSP) certification from ISC(2) and a Security+ certification from CompTIA. He is currently pursuing a Master of Science in Cyber Defense at Dakota State University. In addition to his work at NISC, Heinzen serves on the board of directors for the North Dakota InfraGard Members' Alliance, a public-private partnership between the FBI and private sector for information sharing and collaboration on matters relating to securing key critical infrastructure.

2:00 p.m. **IAEC Community/IAEC Learn: Katrina Davis, IAEC**

2:15 p.m. **Break**

2:30 p.m. **Optimizing Your MS Outlook: Time, Project, People and Task Management Using MS**
In this popular program on "getting the most" from your market-leading Microsoft Outlook e-mail and professional organization software, we will delve into Outlook-specific strategies for many of the most common areas of productivity loss (and possible gain!) afflicting many busy professionals today: managing multiple projects & tasks; maintaining "traction" when dealing with tasks and interruptions; clearing the clutter in your mind for better focus; keeping staff on task; tracking "who owes you what" and getting that information on time; and better managing your calendar and contacts for better time and relationship management. The goal of this program is to help stressed out performers learn several new and immediately useful Outlook strategies for finding a few minutes on e-mails, tasks, activities, and actions you are already doing, leading to at least an extra hour of productivity every day. Get more from all five of the key Outlook functions: Calendar, Contacts, Tasks, E-mail, and Notes; for greater productivity, sanity, efficiency, and work-life balance.

Randy Dean, MBA, the E-mail Sanity Expert
Randy has nearly 30 years of experience using and teaching an advanced time management/personal organization system, including systems for effective e-mail management, office clutter reduction, optimizing your Outlook, and getting the most from affiliated smart phone and tablet devices. His speaking and training programs are consistently some of the highest-rated programs for the many conferences and clients he speaks for, including major conferences, Fortune 500 organizations, top universities, governmental agencies, and leading nonprofits (And he makes these topics fun and engaging too!)

4:00 p.m. **Adjourn**