



## **ASAP FOIA-Privacy Act Training Workshop**

**(Includes Records Management)**

**September 4-6, 2019**

**The Sofitel Hotel – Chicago, Illinois**

### **Instructor Bios**

**Julian Ackert**, a Managing Director at iDiscovery Solutions (iDS) in Washington DC, has over 15 years of consulting and project management experience in the technology and litigation industries. He has extensive experience with forensic data collection, computer forensic analysis, creating and implementing preservation and collection strategies, managing electronic data processing and review endeavors, analyzing complex transactional data systems, and working with large multi-national corporations to establish and develop methodologies and best practices for litigation preparedness. Mr. Ackert has written expert reports and provided testimony on the forensic preservation, acquisition, and analysis of electronic information. Additionally, he has worked on several international projects involving complex data privacy, collection, and review challenges. Mr. Ackert is a member of The Sedona Conference, Working Group 11 (Data Security and Privacy). Prior to joining iDS, he was a Principal and New York regional lead at LECG and a Manager at FTI Consulting. Mr. Ackert began his career designing, developing, and implementing Knowledge Management / Content Management applications, government middleware solutions, and E-business applications for Federal Government services at Accenture.

**Cindy Allard** is the Chief of the Defense Privacy, Civil Liberties, and Transparency Division at the Department of Defense and is responsible for Privacy and FOIA policy. Her office directly supports the Chief Management Officer in her roles as the Chief FOIA Officer and the Department's Privacy and Civil Liberties Officer, and the Director of Oversight and Compliance in her role as the Department's Senior Agency Official for Privacy. Ms. Allard has been a Department of Defense employee for over 32 years and has worked for the Army, Navy and Air Force in both field activities and higher headquarters. Ms. Allard has been in her current position since May 2016. Previously she was the chief of the Office of the Secretary of Defense and Joint Staff Privacy Office. She is a frequent ASAP speaker and was an ASAP Board Member from 2009 – 2015.

**Ramona Branch Oliver** is the Director of the Office of Information Services (OIS), within the Office of the Solicitor at the US Department of Labor (DOL). Under her leadership, OIS is the newly established focal point for the coordination of Freedom of Information Act (FOIA) and Privacy Act program improvement efforts at DOL. Prior to joining DOL, Ms. Oliver provided leadership for the FOIA, Privacy Act, and PII awareness programs at the National Archives and Records Administration (NARA). Ms. Oliver is a recognized expert in the access community and over the course of her career she has lectured on FOIA, Privacy Act and Records Management for many Federal agencies and private organizations. She has participated in ASAP since 1996 and served on the ASAP Board, as a Director, from 2005-2009.

**Jaret R. Fishman** is a Trial Attorney for the U.S. Department of Housing and Urban Development in the Office of the Regional Counsel, Region V, in Chicago, Illinois. Mr. Fishman joined HUD in 2007 through the Department's Legal Honors Program. His practice focuses on fair housing, personnel, information governance (FOIA, Privacy Act), and defensive-litigation matters. FOIA administration has been one area of particular focus. He graduated with honors from the Indiana University- Bloomington, where he earned a Bachelor of Science in Public Affairs from the School of Public and Environmental Affairs, and he received his law degree from The John Marshall Law School. Mr. Fishman is a member of the Illinois bar.

**Scott A. Hodes** recently re-entered federal government service when he joined the United States Citizenship and Immigration Services, Department of Homeland Security's. In his professional life, he entered private practice in 2003. Prior to that, he spent over a decade working as an attorney for the federal government. Mr. Hodes worked for the Department of Labor, Department of Justice (Office of Information and Privacy) and the FBI. From 1998 to 2002 at the FBI, Mr. Hodes was the Acting Unit Chief of the Freedom of Information/Privacy Act Section's Litigation Unit and was a Top Secret Classification Authority. Mr. Hodes has been involved in thousands of FOIA and Privacy Act matters. Mr. Hodes is admitted to the bars of the District of Columbia and the State of Maryland, the United States District Court for the District of Columbia and the United States Court of Appeals for the District of Columbia. He has also been admitted pro hac vice to practice before other federal district courts. Mr. Hodes is a member of the American Society of Access Professionals and a contributor to a number of publications on matters dealing with government information policies and practices. Mr. Hodes currently practices civil matters, focusing primarily on the FOI and Privacy Acts. Mr. Hodes received his J.D. from Arizona State University in 1989 and his B.S. in Accounting from Indiana University in 1986. Mr. Hodes served as ASAP president from 2013-2014 and continues to serve on the board as immediate past president.

**Richard L. Huff**, as a member of the Senior Executive Service, served as one of two co-directors of the Office of Information and Privacy since the Office's creation in 1982 until his retirement in 2005. He was the official designated by the Attorney General to act on all administrative appeals from denials under the Freedom of Information Act and Privacy Act of 1974 by Department of Justice components. He litigated and supervised FOIA cases at the district and appellate level and has testified before Congress on the implementation of the 1996 Electronic FOIA Amendments and on the interface between the FOIA and the Privacy Act. For twenty-three years he oversaw the development of the "Freedom of Information Act Guide & Privacy Act Overview," the Department of Justice's 1100-page treatise that was updated and distributed every other year to more than 22,000 recipients. He has also published several legal articles, most recently co-authoring, "Freedom of Information Act Access to Personal Information Contained in Government Records: Public Property or Protected Information?" Mr. Huff came to the Department of Justice in 1976 after serving seven years on active duty in the Army; his last reserve assignment was with the Army Judge Advocate General's Legal Center and School where he taught FOIA and Privacy Act subjects to military graduate students. He is now a retired colonel in the Army Reserve. Since retiring Mr. Huff has made one-, two-, and three-day training presentations for the Departments of Justice, Army, Navy, Commerce, Health and Human Services, and Homeland Security, as well as for the American Society of Access Professionals and the Graduate School USA. Mr. Huff received a B.A. from Stanford, an M.A. from St. Mary's University, a Juris Doctor from Hastings College of the Law, and a Master of Laws from Georgetown University.

**Marianne Manheim** is the Chief of the Freedom of Information and Privacy Act Branch at the National Heart, Lung and Blood Institute (NHLBI), National Institutes of Health (NIH). Her branch, as a FOIA Service Center at NIH, is responsible for processing FOIA requests for 21 institutes, centers, and offices from across NIH, in addition to handling privacy and records management for NHLBI. From 2009 – 2015, Ms. Manheim served as the FOIA Program Manager at the U.S. Department of State, where she was responsible for developing and implementing FOIA policies, FOIA training, and FOIA reporting, as well as for continuously evaluating the State Department's FOIA process to make improvements. She also served as the Department of State's FOIA Public Liaison. Ms. Manheim has also worked at the U.S. Nuclear Regulatory Commission, where she was responsible for privacy, data breach, and controlled unclassified information, and at Peace Corps Headquarters, where she served as the FOIA and Privacy Act Officer for the agency. She holds a J.D. from Valparaiso University School of Law and a B.A. from the University of Idaho and served as a Peace Corps Volunteer in Cote d'Ivoire. Ms. Manheim currently serves as ASAP's Vice President.

**Ryan P. Mulvey** is an attorney at Cause of Action Institute, a nonprofit oversight group located in Washington, DC. His practice touches on various aspects of legal investigation and government transparency, as well as advocacy in the areas of administrative law and public access law. Ryan frequently litigates federal FOIA matters, and he has provided *amicus* support on FOI questions at the state level and before the Supreme Court of the United States. Ryan has presented at various FOIA trainings and the National Freedom of Information Coalition Annual Summit. He holds degrees from the University of San Diego (BA) and Boston University (JD/MA). Since December 2016, Ryan also has served on the staff of *FOIA Advisor*, a noncommercial online forum designed to help the public learn

more about the federal FOIA and an American Bar Association Journal “Web 100” Honoree. He is admitted to the practice of law in New York State and the District of Columbia.

**Kellie Robinson** serves as the Freedom of Information Act (FOIA) Program Manager/FOIA Public Liaison, for the Department of State. She is responsible for ensuring that the Department’s policies and procedures are established and that they are in compliance with FOIA, FOIA Amendments, Executive Orders, case law, and government-wide policy changes. She works to improve awareness of FOIA programs and policies throughout the State Department developing training curriculums and then training staff through briefings and sessions about different aspects of the FOIA, updates or changes to FOIA policy or law, any update or changes to the Department’s FOIA policies or procedures, and any other relevant FOIA matters. As the Department’s FOIA Public Liaison she is an advisor to senior leadership, the Department bureaus and offices and other federal agencies on all matters related to FOIA processing and policy matters at the Department. Assisting in the resolution of disputes between the requester and the Department acting as a conduit between the public and the Department, especially when there are issues with FOIA requests and/or the FOIA process. Currently she is an American Society of Access Professionals (ASAP) member, a member of the ASAP Board of Directors (Treasurer), and a member of the ASAP Certification Committee, working to develop a professional certification for FOIA professionals.