

## **OPM RISK MANAGEMENT COUNCIL (“RMC”) MEETING MINUTES**

January 16, 2026

9:00 A.M. EST in the Office of the Director

### **Council Members Present:**

Ashmore, Perryn B.

Beckman, Chris

Kidd-Miller, Allison

Knouff, Joseph (via Teams)

Kupor, Scott (via Teams)

McGuinness, Katie

Peters, Noah (Chairman)

Ronayne, Becky C.

Rowell, Danielle R.

Rubinfeld, Eric

Starr, Adam

Thomas, Tyshawn J.

### **Guests Present:**

Degraff, Kelly

Giasson, Theresa

Scott, Erin

Trzcinski, Dave

**Minutes:** Theresa Giasson took the minutes of the meeting.

**Call to Order:** A quorum being present and all members able to communicate freely, Chairman Noah Peters called the meeting to order. Chairman Peters introduced Becky Ronayne, who welcomed the members to the RMC meeting and shared success stories related to cost savings and risk reduction in the Privacy and Risk Management Office (PRMO).

**Presentation:** Ms. Ronayne introduced Eric Rubinfeld, who referred the RMC to the presentation titled “Risk Management Council Meeting”, dated January 16, 2026. Mr. Rubinfeld reviewed the agenda with the RMC. Mr. Rubinfeld then directed the RMC to the draft minutes from November 20, 2025, meeting of the RMC, copies of which were circulated to the RMC in advance of the meeting. Mr. Rubinfeld stated that he had two minor corrections to the minutes, which he shared with the RMC.

**Approval - RMC Meeting Minutes:** A motion was made and seconded to approve the draft RMC Meeting Minutes from the November 20, 2025, meeting with the noted corrections. The motion passed unanimously, and the minutes were approved as amended.

Mr. Rubenfeld then referred the RMC to the draft Risk Appetite Statement, copies of which were circulated to the RMC in advance of the meeting. Mr. Rubenfeld stated that the Risk Appetite Statement was intended to provide consistent guidance to OPM personnel on OPM's tolerance for specific types of risk and would be used to assess residual risks identified in compiling the OPM Risk Inventory.

**Approval – Risk Appetite Statement:** A motion was made and seconded to approve the draft Risk Appetite Statement. Allison Kidd-Miller requested additional discussion to clarify the section on legal compliance. Chairman Peters suggested the discussion take place the following week during the regularly scheduled OGC-PRMO call. A motion was made and seconded to approve the Risk Appetite Statement subject to the satisfactory resolution of Ms. Kidd-Miller's comments. The motion passed unanimously.

Mr. Rubenfeld then referred the RMC to the draft Enterprise Risk Management (ERM) Plan, copies of which were circulated to the RMC in advance of the meeting. Mr. Rubenfeld reviewed the objectives and steps set forth in the ERM Plan and the status thereof. Mr. Rubenfeld discussed the risk inventory template and the steps for preparing a comprehensive Risk Inventory for OPM, including defining objectives by office and identifying risks associated with each objective. Mr. Rubenfeld stated that individual offices will be required to designate a Risk Manager who, in turn, would establish an Office Risk Committee in order to complete the Risk Inventory. Perryn Ashmore raised concerns regarding staffing levels and capacity to maintain the Risk Inventory. Mr. Rubenfeld stated that such constraints should be documented as risks, noting that risks include any factors that could prevent an office from achieving its objectives. A discussion ensued.

**Approval – Enterprise Risk Management (ERM) Implementation Plan:** A motion was made and seconded to approve the draft ERM Implementation Plan. The motion passed unanimously.

Mr. Rubenfeld then referred the RMC to the draft Fraud Risk Management (FRM) Policies and Procedures, copies of which were circulated to the RMC in advance of the meeting. Mr. Rubenfeld reviewed the policy objectives, calendar of action items and deliverables, roles and responsibilities of various persons and groups, and the draft fraud risk profile.

Ms. Kidd-Miller asked whether the Chief Risk Officer role would be held by an individual or a team; Mr. Rubenfeld stated that it would be an individual. Ms. Kidd-Miller also asked about the definition of high risk programs and the cycle times for reviewing at-risk programs referenced in Section 2.1. Mr. Rubenfeld responded and a discussion ensued. Mr. Ashmore noted that the Office of the Chief Information Officer (OCIO) was already subject to various audits and asked whether the FRM Policies and Procedures would impose additional requirements. Mr. Rubenfeld stated that the FRM program was focused on "programs," not "offices" and that he did not expect that the OCIO or the Office of the Chief Financial Officer would have programs with significant unaddressed fraud risks. A discussion ensued. Mr. Ashmore requested a follow-up meeting with Mr. Rubenfeld and Chairman Peters to discuss the FRM Policies and Procedures further. A discussion ensued.

**Further Discussion of the Draft FRM Policies and Procedures Tabled:** A motion was made and seconded to table further discussion of the draft FRM Policies and Procedures until the next meeting of the RMC. The motion passed unanimously.

**OCIO Open Audit Recommendations Presentation:** Mr. Rubenfeld then introduced Dave Trzcinski from the OCIO, who referred the RMC to the presentation titled “Improving Audit Posture”, dated January 16, 2026. Mr. Trzcinski reviewed the presentation with the RMC and answered questions from the RMC. A discussion ensued.

**Adjournment:** There being no further matters to discuss, the meeting was adjourned.

A True Record



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Theresa Giasson

*The official signed version of this document is maintained with the Risk Management Council.*