



ACP Orange County Update



ACP Orange County, P.O. Box 1842, Orange, CA 92856

<http://www.acpoc.com>

October through December 2007

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President's Message

By DeBorah J. Lozada, Ph.D., CBCP

It's been two years since I started writing this column to share my experiences as ACP-OC President with you. This is my twelfth column, number 12, and my last. I've been struggling with what to say to conclude this series and to put my feelings of gratitude into words.

In preparation for writing the column, I spent some time rereading previous ones. I found myself amazed at how much we've accomplished together over the past two years. In my opinion, our most significant achievements over the past two years are:

- Continuing to build a friendly, professional environment where members can network and gain new career-enhancing skills
- Offering innovative programming
- Partnering with California State University, Fullerton and University of California, Irvine to develop and deliver emergency management and business recovery planning certificate programs
- Presenting business continuity planning at the Orange County Chamber of Commerce
- Assessed and confirmed a location for 2008 monthly chapter meetings

Reading between the lines in those previous columns, I can see myself changing as an individual over time. I am only beginning to discover how this experience impacts me as a leader and as a person.

I appreciate your willingness to share my journey as I learned to choose leadership and accept feedback as a gift. I would like to thank my fellow board members for helping me along the way. Without their support and commitment I would not have accomplished my personal and professional goals.

I feel privileged in having had the opportunity to work with so many of you who choose to volunteer. I appreciate the gift of your time in publishing the quarterly Newsletter, running the chapter meetings, arranging speakers and vendor sponsors, and ensuring timely communications via eNews and our website.

Call for Volunteers

- Guest Speakers for the Orange County Chapter Meetings
- 2008 Board

Outreach Projects

- Girls Inc.
- IBHS and Chambers of Commerce

Please contact DeBorah Lozada, at president@acpoc.com

Please see *President's Message* on page 3

3 Business Continuity Workshops ACP Members Receive Discounts Up to \$275

**Essentials for Enterprise-
Wide Business
Continuity Programs**

**How to Benchmark and
Sustain Your Program**

**How to Create Drills
and Exercises...*That
Work!***

Workshop #105: Essentials for Enterprise-Wide Business Continuity Programs

Attendees learn best practices for designing and implementing a comprehensive, properly sequenced, enterprise-wide Business Continuity Program. All elements of disaster response and business recovery are covered, including examples collected from 19 years of successful planning with organizations such as Toyota, Macy's, California Public Employees Retirement System, Discovery Communications, Yamaha, and many more. Content is appropriate for any experience level, but it is especially geared for beginning business continuity managers and executives from various departments who oversee such programs. DRII-certified professionals who attend this session can receive 4 continuing education points for re-certification. Half day. \$225 per seat. ACP members pay only \$170.

Workshop #201: How to Benchmark and Sustain Your Program

This session examines emerging standards and best practices for keeping a program current and extending its reach. Standards include NFPA 1600 for organizing and administering your program and the Incident Command System for improving crisis communications. Using these standards, attendees examine best practices for continuous program improvement, creating more mature action plans, and improving logistics and facilities. DRII-certified professionals who attend this session can receive 8 continuing education points for re-certification. One day. \$445 per seat. ACP members pay only \$335.

Workshop #301: How to Create Drills and Exercises...*That Work!*

Participants review best practices for designing and implementing effective drills and exercises for a business continuity program. You will study proven steps for constructing exercises efficiently, using industry best practices. You will examine examples of 4 types of exercises, including an orientation session for executives, a communications drill for an IT department, and a table-top exercise for a business unit. Then you will participate in designing and executing a functional exercise for an Emergency Operations Center. DRII-certified professionals who attend this session can receive 8 continuing education points for re-certification. One day. \$445 per seat. ACP members pay only \$335.

These workshops are professionally designed by Disaster Survival Planning Network (DSPN) a sponsor of ACP. Instructors are experienced business continuity planners who employ lecture, video clips, and breakout exercises to deliver an energetic, content-rich agenda that is thought-provoking as well as entertaining. Each participant receives a ring binder detailing the proceedings and providing useful tools.

Content for these workshops was developed by Judy Bell, a former president of the Los Angeles chapter of ACP. She is also a former Division Manager for Pacific Bell, and author of the first book on business continuity for the private sector, [Disaster Survival Planning: A Practical Guide for Businesses](#). Ms. Bell is a frequent speaker at national and international conferences.

Visit this link for more details and to register online: <http://www.disaster-survival.com/workshop.html>

To receive your ACP discount, register using this promotional code: "ACP 2007"

DSPN is a proud sponsor of ACP.





Member Services

ACP-OC eNews

Receive an e-mail reminder of all upcoming ACP-OC events. Get on the **ACP-OC eNews** distribution list by sending an e-mail to informationdirector@acpoc.com

ACP-OC WEBSITE

Visit our website at www.acpoc.com. Make reservations for the chapter meeting, as well as other events, and stay informed of activities that are important to members and to the business continuity industry.

ACP-OC NEWSLETTER

ACP-OC members receive our quarterly Newsletter, containing timely information on upcoming events, continuing education, volunteer activities and other announcements related to our chapter. You can obtain a free copy of the next Newsletter by sending your e-mail request to newsletterdirecto@acpoc.com

ACP-OC CEUs

ACP-OC members receive CEUs for joining and attending monthly chapter meetings.



Newsletter Puzzle/Quiz Contest

Familiar Words!

Hidden in this puzzle are 52 familiar words of five or more letters. It shouldn't be too rough to locate them all.

| | | | | |
|--------|---------|----------|--------|----------|
| ADVICE | CYCLE | FITTER | NEEDED | SHEER |
| ALTER | DEEDED | FRENZY | NORMAL | SHRINE |
| BARTER | EARNEST | FURNANCE | OUNCE | SNARE |
| BEVEL | EBBED | GLOOM | PROVE | SOUVENIR |
| BLEND | EDITOR | GRACE | QUELL | STALK |
| BLEST | ELECT | HIDDEN | QUICK | TEETH |
| BLURB | FADED | JUICE | QUIET | THANK |
| BRIEF | FERRY | KNEAD | RAISE | TRADE |
| CEASE | FERTILE | LOBBY | REASON | |
| CELERY | FICKLE | MINARET | ROUGH | |
| CLEAR | FINAL | MINNOW | RUFFLE | |

S T S E N R A E L Q V B E P
 W O Z C A B K C D U R L D R
 O Q U I E T N E Y I K R A O
 N U S V Y R E L E C T E R V
 N E E D E D A F I K L O T E
 I L D A E N D F E C F E R K
 M L S D I R I U I R E T L A
 P O O M I N A R E T R A B T
 N U O B A H O N H C T Y S M
 D N E L B U Z A S S I E J E
 E C A R G Y N C F B L U R B
 R E E H S K X E B B E D J N

Bring your completed Crossword Puzzle to the December 12th meeting to enter the Raffle

President's Message from page 1

I appreciate those of you who only have time to participate by attending events. I look forward to seeing you at future ACP-OC events.

Thank you for allowing me to learn through serving you. I wish you all the best as you continue on your professional journeys.

DeBorah J. Lozada, Ph.D., CBCP
djlozada@verizon.net



*Looking to Hire?
Looking to Advance Your Career?*

BC Management, Inc. is the premier executive search firm for the Business Continuity profession. Our reputation and dedication to the field has become recognized worldwide.

BC Management Adds Value to You & Your Organization

- **Experienced Recruiting Team:** Our recruiting team has decades of combined recruiting expertise within the BC/DR field as well as over 30 years combined experience in recruiting and human resources.
- **Global Reach:** BC Management's extensive contingency candidate database extends to over 45 countries.
- **Established, Exclusive and Extensive Database:** Our recruiting efforts focus on our established database of over 30,000 experienced contingency professionals the majority of which are passive job seekers whom rely on us to keep them informed of career building opportunities.
- **Partnerships:** We are partnered with the DRI International and ACP as well as being long standing members of the BRMA and CPE.
- **Confidentiality:** BC Management upholds strict confidentiality and maintains the highest ethics.
- **Quick Results:** We pride ourselves on meeting our client's and candidate's expectations in providing quality and timely feedback.

We Take the Time to Get to Know You

We are pleased to provide BC Management's 2006 BC Compensation Report and BC Management's 2007 BC Program Benchmarking Report as a free service to all Business Continuity professionals. BC Management has been providing annual Business Continuity compensation reports for 7 years in an effort to educate professionals on necessary compensations needed to retain and hire qualified Business Continuity personnel. You may access these complimentary reports via our website at www.bcmanagement.com under "Our Research".

***BC Management, Inc.
Website: www.bcmanagement.com***

Recent Guest Speakers

September 12th

“Biological Agents and the Threat of an H5N1 Influenza Pandemic” Presented by Gunnar J. Kuepper, Chief of Operations, Emergency & Disaster Management (EDM)

“Pandemic Notification, Escalation and Incident Management Workshop” Presented by Stacy Henry, Strohl Systems & DeBorah Lozada, ACP-OC President

October 10th

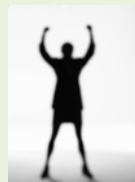
“Managing a Business Continuity Program During Turbulent Times” Presented by Mike Marshall, Option One Mortgage

“Planning Problems and Envelop Solutions” Presented by Monique Weiland, California ISO

MEETING LOCATION

Cal State Fullerton Extension Building
 12901 Euclid Street, Room 158, Garden Grove, CA 92840-5214
 Building is shared with Coastline College -
FREE PARKING

If you are interested in speaking or would like to request a topic please contact Stephanie Minasian, Program Director at programdirector@apcoc.com



November and December ACP-OC Chapter Meeting

November 14, 2007

“Conducting the Perfect Table Top Exercise” , Presented by Rich Schiesser, President of RWS Enterprises

“A Different Approach to Risk Assessment and BC Planning Assumptions” Presented by Mike Anzis, Director of Business Continuity Worldwide, Ingram Micro

2008 Board Election

Come to the November chapter meeting to cast your ballot for the 2008 board.

Electronic Balloting

As the ACP-OC membership continues to grow, we face the challenge of maximizing the number of individuals participating in board and special elections. We want to encourage more ACP-OC members to cast their ballots by using electronic balloting.

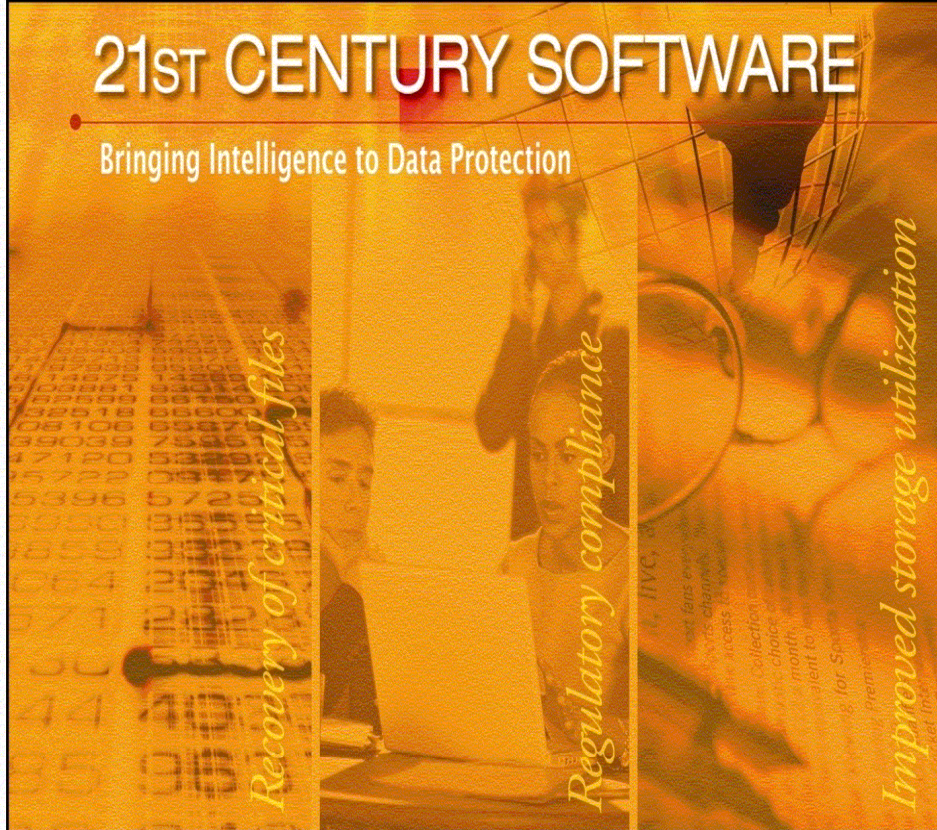
December 12, 2007
Holiday Luncheon! Come Celebrate with Us!



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www.gensys.com.au

Program Series in
Business Continuity Planning



Are You Ready?

Businesses need to plan for the unthinkable. Earthquakes, fires, a global pandemic of avian flu, power failures and manmade disasters could interrupt normal business operations and put your company at risk. Every business needs a contingency plan that creates a strategic operations framework to continue providing products and services in the face of a catastrophic event.

Completion of the program in Business Continuity Planning will prepare you with an in-depth and applied understanding of the business strategies and skills you need to develop and implement a successful business continuity plan for your organization. The Association of Contingency Planners (ACP), university faculty, and other industry experts in business continuity and disaster recovery collaborated on this program.

The program in Business Continuity Planning consists of four required courses totaling 50 hours of lecture and discussion. 5.0 Continuing Education Units will be awarded to the graduate.

Offered in collaboration with the Association of Contingency Planners (ACP) – Orange County

Upon completion of the program, graduates will be able to:

- Demonstrate an understanding of the purpose and scope of business continuity planning
- Identify and assess the various components of risk management inherent in business continuity planning
- Understand the elements and benefits of a Business Impact Analysis (BIA) and conduct an actual analysis
- Describe business continuity strategies for timely and cost-effective recovery plans
- Develop an actual Business Continuity Plan (BCP) for organizational implementation
- Understand the importance of business continuity testing and maintenance

Register today at www.csufextension.org or 714.278.2611

For more information,
 Please contact Sue Meyer
 714.278.2761, smeyer@fullerton.edu



**Association of Contingency Planners Orange County Chapter
Election of the 2008 Board
BALLOT**

Check box to vote for candidate or check box and write in candidate name

| Position | Candidate | Write In |
|---|--|--------------------------------|
| President Presides at all meetings of the Chapter membership and Board of Directors. Exercises general supervision of the Chapter Board members, elected or appointed. Acts as the primary Chapter interface with ACP Corporate. Acts as primary interface to other local and external organizations. Serves as an ex-officio member of all Chapter committees, voting only to break ties. | <input type="checkbox"/> Monique Weiland | <input type="checkbox"/> _____ |
| Vice President Conducts meeting and annual member surveys, tabulates and analyzes results, and communicates results with the Chapter Board of Directors and members. In the absence of the Chapter President, presides over monthly Chapter Board of Directors and general membership meetings. | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| Secretary Attends and maintains minutes of all Chapter, Executive, and Board of Director meetings. Maintains all Chapter documents, except for financial documents, in a current and accurate fashion including all Bylaws, Articles of Association, policies and administrative procedures issued by ACP Corporate, the Chapter Executive Committee, the Chapter Board of Directors, and other Corporate or Chapter entities. | <input type="checkbox"/> William Walker | <input type="checkbox"/> _____ |
| Treasurer Provides for the custody and safekeeping of all Chapter securities and monies. Maintains and prepares financial statements to the Chapter membership, Board of Directors, and ACP in such form and frequency as ACP Corporate or Chapter policy and procedures may direct. Oversees annual audit of the Chapters financial records and processes. | <input type="checkbox"/> David Snow | <input type="checkbox"/> _____ |
| Public Relations Director Manages the publication of Chapter meetings in general public and industry trade sources to promote the activities of the Chapter. Solicits advertising space and/or negotiates equitable trade of goods or services for the Chapter. | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| Information Director Publishes ACP-OC eNews, including notice of all Chapter meetings and reference information relating to contingency planning and business recovery. | <input type="checkbox"/> Bill Wostenberg | <input type="checkbox"/> _____ |
| Membership Director Develops new members and ensures these members receive the appropriate welcome and information on Chapter meetings and activities. Works with the Chapter Treasurer to make sure new and renewal member dues are recorded properly in chapter financial records. | <input type="checkbox"/> Michael Anzis | <input type="checkbox"/> _____ |
| Newsletter Director Publishes the quarterly publication of the Chapter Newsletter, including the solicitation, review and edit of articles, advertisements, and reference information received from Chapter Directors, members, and other sources. | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| Program Director Arranges Chapter speakers, panels and topics to be presented at the Chapter's membership meetings. Arranges for the meeting location, speaker audio visuals, and food service. | <input type="checkbox"/> Mike Marshall | <input type="checkbox"/> _____ |
| Resource Director Creates and maintains a comprehensive resource library, including industry publications and articles, that is displayed at Chapter meetings. Distributes, and tracks speaker gifts and thank you cards. | <input type="checkbox"/> Jackie Jaeger | <input type="checkbox"/> _____ |
| Website Director Designs, maintains, and publishes the Chapter Website, including posting of information from Board and chapter members. | <input type="checkbox"/> Mikole Davey | <input type="checkbox"/> _____ |

Ballots will be distributed at the November 14th Chapter Meeting. If you can not attend the meeting please email your ballot to Mikole Davey, websitedirector@acpoc.com by November 15, 2007.

ACP-OC 2007 Board Members

President

DeBorah J. Lozada, Ph.D., CBCP
Fox Entertainment Group
(714) 475-9473
president@acpoc.com

Treasurer

Susan Zielan
Experian
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treasurer@acpoc.com

Secretary

Kelly Williamson
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secretary@acpoc.com

Vice President

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Automobile Club Southern of California
(714) 885-1534
vicepresident@acpoc.com

Membership Director

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membershipdirector@acpoc.com

Newsletter Director

Donovan Lozada, B.A.,
Associate Project Coordinator
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Mikole Davey, The Capital Group Companies, Inc.
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Information Director

Kern Vogel
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Advertising Director

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Program Director

Stephanie Minasian
programdirector@acpoc.com

Resource Director

Susan Jacobo
Southern California Edison
(626) 302-7012
resourcedirector@acpoc.com

Thank you
RxSolutions for Hosting
ACP-Orange County
Chapter Meeting July 2007

RxSolutions
2300 Main Street
Irvine, CA



“Don’t surrender your individually, which is your greatest agent of power, to the customs and conventionalities that have got their life from the great mass. Do you want to be a power in the world?”

“Then be yourself”

Ralph Waldo Trine, 1866-1958

Southern California Chapters

- Los Angeles Chapter, meets every 2nd Tuesday
<http://los-angeles.acp-international.com/>
- San Diego Chapter, meets every 3rd Tuesday
<http://www.acp-international.com/sandiego/>

Other Southern California Associations

PMI - Orange County
<http://www.pmi-oc.org>

International Association of
Emergency Managers (IAEM)
<http://www.iaem.com>

Disaster Preparedness &
Recovery Alliance (DPRA)
American Red Cross, Orange
County Chapter:
<http://www.oc-redcross.org/>



Seminars and Conferences

CPM 2007East
Orlando, FL Nov. 13-15, 2007
<http://www.contingencyplanning.com/events/east/>

IAEM 55th & EMEX Annual Conference
Ren0, NV Nov. 11-14, 2007
<http://www.iaem.com/events/annual/intro.htm>

CPM 2008 WEST
Las Vegas, NV May 20-22, 2008

Strohl, User Group
Orlando, FL Mar 16 -19, 2008

DRJ Spring World 2008
Orlando, FL Mar 16 -19, 2008

2008 Continuity Insights
New Orleans, LA May 05- 07, 2008

"Being myself includes taking risks on new behavior, trying new ways of 'being myself', so that I can see who it is I want to be."

Hugh Prather, b. 1938
American Author
