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Call for Volunteers

- Guest Speakers for the Orange County Chapter Meetings

Please contact Susan Jacobo,
Program Director-
Programdirector@acpoc.com

Outreach Projects

- IBHS and Chambers of Commerce

Please contact DeBorah Lozada,
djlozada@verizon.net



President's Message

By Monique Weiland

Greetings and welcome to Fall! The end of 2008 is fast approaching and we have witnessed our fair share of events: financial crisis, severe floods, wild fires and international earthquakes! Never a dull moment, lulls maybe! Events are great opportunities for us to learn vicariously from someone else's event.

As we progress into the fourth quarter of the year, our chapter continues to improve and we are maintaining our membership. We've had great guest speakers and meeting attendance has been consistent throughout the year.

Since late summer all of us have been watching and reading the impacts of the financial industry and the ramifications as well as witnessing the Presidential election. Like most professional associations we're feeling the impacts of the financial crisis and the continued uncertainties.

With the uncertainties the ACP-OC has had several challenges, such as losing the Treasurer, Program and Newsletter Directors in the first and second quarter. Rhonda Russell and Susan Jacobo volunteered to fill the Treasurer and Program Director positions. Donovan Lozada and DeBorah Lozada volunteered to co-write the 3rd and 4th Quarter Newsletter. We have a dynamic group of professionals that when presented with the Chapter needs someone steps up to the plate and volunteers. I would like to take this opportunity to thank the 2008 ACP-OC Board and the members for your continued support. It's been a pleasure working for the membership and having a team of professionals on the Board that are so giving of their time and support.

ACP-OC Chapter 2009 Board Elections will be held on Wednesday, November 12th. Please attend the meeting to cast your vote for your candidate. 2009 will be an exciting time for our Association as well as our nation and your experience is needed to guide the direction and future of the Business Continuity industry.

I look forward to seeing you in November!

Monique Weiland
president@acpoc.com



Member Services

ACP-OC eNews

Receive an e-mail reminder of all upcoming ACP-OC events. Join the **ACP-OC eNews** 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 sending your e-mail request to newsletterdirecto@acpoc.com

ACP-OC DRI POINTS

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



How to be a Part of Change

DeBorah J. Lozada, Ph.D., CBCP

This has been a very exciting and I feel the longest running Presidential election but the theme of 'Change' is loud and clear. People want to be a part of something that has the potential of changing our lives and that of our children. On a smaller level we have an election for 2009 ACP-OC Chapter Board Members!

How to be a part of change in the Business Continuity industry is to volunteer! Volunteering is a great way to support an organization and make a difference in the business continuity community. It can also be an opportunity to meet new people share ideas and lessons learned from actual incidents. If you like being a part of change in an evolving industry, consider lending your time and talents on the Association of Contingency Planners, Orange County Board member.

Start small, become a Director such as Newsletter, Resource, or Public Relations Director. If you already have a busy schedule, volunteer your time for an hour or two per week or perhaps one day per month. Just about anybody can free up that much time easily. You might be surprised how much you can accomplish in even a little bit of time. Then, if you find you enjoy the work and have more time to pursue it, gradually take on more.

If you're interested in volunteering for the 2009 ACP-OC Board, examine the following questions to choose the right direction for your volunteer work:

- Do you want to build your own skills, make new friends, and learn?
- Do you love what you do?
- Do you want to share your gifts with others or give something back?
- Do you have at least 1 to 2 hours a week to concentrate on roles and responsibilities?

If you feel strongly that this is the organization that can benefit from your expertise and time please talk to a Board member to add your name to the 2009 Ballot and attend the November Chapter meeting to campaign for the position of choice.

Please see the position descriptions on page





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*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*



Joke of the Month

The workers at the Federal Mint went on strike today.

They are demanding to make less money!

ACP-OC Chapter Meetings

Cal State Fullerton Extension Building

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

Join Us for our Annual Holiday Party!

Orange County Mining Company
Santa Ana, California

December 10, 2008
12:00 noon - 3:00p.m.

Donation: **Share Our Selves (SOS)**
Bring food, unwrapped toys, personal
hygiene kits, or socks and receive a
discount on the luncheon!

November through December ACP -OC Chapter Meetings 2nd Wednesday of the Month

November 12, 2008 Chapter Meeting

"Failure of BCP to Drive Integration of Risk Management", presented by Tim Coats, Sr Mgr, Audit and Enterprise Risk Services, Deloitte & Touche LLP

The concept of enterprise risk management (ERM) is neither new nor novel, but it is often foreign. Business continuity is generally viewed as an event response program that deals only with operational risks. But what is often overlooked are its intra-dependencies with business strategy and compliance. Integrating business continuity into enterprise risk management can help create a more risk intelligent enterprise. After all, managing risk is the same as managing opportunity.

"Hurricane Ike: A Lesson in Enmeshed Dynamics", presented by Bill Wostenberg, Manager, Business Continuity Planning, Automobile Club of Southern Calif., and Rex Owens, Group Manager, Facilities Planning & Services, Automobile Club of Southern Calif.

On September 13, 2008, Houston Texas, the 4th largest metropolitan area in the U.S. was struck by Hurricane. Damage from Ike is estimated at \$31.5 billion, the third most destructive U.S. hurricane on record, behind Katrina in 2005 and Andrew in 1992. In this presentation, Messrs Owens and Wostenberg will share information how this disaster impacted critical Auto Club operations as well as emergency management and business continuity issues, successes, and lessons learned. RSVP by November 7th to Rhonda Russell at Rhonda.russell@fox.com or call: 310-369-2025. Please leave Rhonda your name, phone number and email address.

Chapter Business

- 2009 Board Member Campaign
- 2009 Board Election

December 10, 2008

Chapter Meeting

Holiday Party-Orange County Mining Company,
Santa Ana, California

- Introduction of New Board Members
- Chapter Awards and Raffles

FIRES, EARTHQUAKES, TERRORISM THREATS

Are You Prepared?

UCIRVINE | EXTENSION

COURSE SERIES IN
**Emergency Management
and Disaster Response**

Our courses are designed to help public and private sectors preserve lives and valuable assets during a catastrophic regional event or local crisis.

Course	Quarter Offered
■ Principles of Emergency Management	Spring
■ Emergency Management Plan Development	Summer
■ Emergency Management: Training and Exercises	Fall
■ Crisis Communications Management	Winter
■ Emergency Management: Business Continuity Planning	Spring

For More Information: (949) 824-6538; japurewa@uci.edu
For Course Schedules and To Enroll: www.extension.uci.edu

Recognition Points Program

- 5 points - Member donates a raffle gift.
- 5 points - Member accepts a Board position
- 5 points - Member presents at a member meeting
- 4 points - Member participates on a committee or provides support to a Board Member
- 3 points - Member's Guest joins ACP-OC
- 2 points - Member brings a Guest to the meeting
- 1 points - Member attends a Chapter meeting

Southern California Chapters

- Orange County Chapter, meets every 2nd Wednesday of the month
- Los Angeles Chapter, meets every 2nd Tuesday of the month
- San Diego Chapter, meets every 3rd Tuesday of the month

Other Southern California Associations

- PMI - Orange County
<http://www.pmi-oc.org>
- International Association of Emergency Managers (IAEM)
<http://www.iaem.com>



2009 ACP - OC Elections

Dear ACP – OC Chapter Member:

Want to become part of the vital and active time that runs the ACP-OC Chapter? Nominations for 2009 Board of Directors (BOD) are being accepted for the following positions:

- President
- Vice President
- Secretary
- Treasurer
- Advertising Director
- Information Director
- Membership Director
- Newsletter Director
- Program Director
- Resource Director
- Website Director

We have nominations for some of these positions, but are encouraging multiple candidates.

The election will be held at the November 12th chapter meeting via written ballot



ACP-OC BOARD POSITION DESCRIPTIONS

President:

- Presides at all meetings of the Chapter membership and Board.
- Exercises general supervision of the Chapter Board members, elected or appointed.
- An ex-officio member of all Chapter committees, voting only to break ties.
- Serves as Chair of the Executive Committee and the Board of Directors meetings. The President may not Chair any other Chapter committee.
- Primary interface to other local and external organizations.
- Maintains an electronic file of year-to-year documents by the Chapter's President.
- Acts as the primary Chapter interface with ACP.
- Countersigns checks presented by the Treasurer upon verification of a just and reasonable requirement for payment.

Treasurer:

- Has general supervisor of the Chapter's financial affairs.
- Has authority to sign any check, draft or other order of Chapter payment of money. Checks must be countersigned by either the President, Vice-President or the Secretary.
- Maintains and Prepares financial statements to the Chapter membership, Board, and ACP in such form and frequency as ACP or Chapter policy and procedures may direct.
- Maintains records for the Chapter's Membership Points Program.
- Maintains meeting attendance records for DRI continuing education credits.
- Provides for the custody and safekeeping of all Chapter securities and monies.
- In the absence of the President, Vice President, and Secretary, has full exerci

Secretary:

- Attends and maintains Minutes of all Chapter meetings, Executive, Board or membership in nature.
- 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 the Executive Committee, the Board, and other membership entities.
- Performs such other duties as may be assigned by the membership, Board, or ACP.
- In the absence of the President and Vice President, has full exercise of all fiduciary rights and powers of the President.
- Maintains an electronic file of year-to-year documents by the Chapter's President.
- Countersigns checks presented by the Treasurer upon verification of a just and reasonable requirement for payment.
- Performs other duties as assigned by the President.
- In the absence of the President, Vice President, and Secretary, has full exercise of all fiduciary rights and powers of the President.
- Files annual statements and forms with ACP and public agencies as required by the Bylaws, State and Federal laws, or to preserve the Chapter's non-profit status.
- Oversees annual audit of the Chapters financial records and processes.
- Performs such other duties as maybe assigned by the President

Vice President:

- In the absence of the Chapter President, has full exercise of all fiduciary rights and powers of the President.
- In the absence of the Chapter President, presides over monthly Chapter Board and general membership meetings.



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ACP-OC BOARD POSITION DESCRIPTIONS - Continued

- Develop meeting and annual member survey forms, conduct meeting and annual member survey tabulate and analyze results and communicate results with BOD members.
- Countersigns checks presented by the Treasurer upon verification of a just and reasonable requirements for payment.
- Performs other duties as assigned by the President.

Resource Director:

- Creates and maintains a comprehensive resource library.
- Catalog resources, gifts, supplies and coordinates delivery and distribution of materials.
- Set up display table of current industry magazines, articles, etc.
- Coordinates with Newsletter Director the publication of resource listing in the quarterly Newsletter.
- Provides/Distributes/Tracks Speaker Gifts and Thank you cards.
- When possible, takes photographs of Chapter events and coordinates with Newsletter Director.

Newsletter Director:

- Edits and publishes, or causes to be published, the Chapter Newsletter.
- Provides e-copies of Newsletter articles to the Web Site Director for inclusion in the ACP-OC Web Site archival area.
- Receives articles, advertisements, and reference information from the Chapter Directors and publishes as appropriate in the Newsletter.
- Performs such other duties as may be assigned by the President.

Web Site Director:

- Designs, maintains and publishes the Chapter Website at www.acpoc.com
- Receives web site information from Information Director and posts it in an appropriate area on the ACP-OC Web Site (herein after referred to as the Archival Area).
- Works with other Chapter Board Members in gathering pertinent news, topics and general membership information
- Performs such other duties as may be assigned by the President.

Public Relations:

- Generates advertising material and sales for the chapter newsletter.
- Solicits advertising space and/or negotiates equitable trade of goods or services for the chapter.
- Performs such other duties as may be assigned by the President.

Program Director:

- Responsible for the educational content of the Chapter's membership meeting programs.
- Responsible for the arrangement of Chapter speakers, panels, and topics to be presented at the Chapter's membership meetings.
- Chairs the Chapter Program Committee which is activated upon request of the President.
- Performs such other duties as may be assigned by the President.

Membership Director:

- Responsible for developing new membership and ensuring these members receive the appropriate welcome and information on Chapter meetings and activities.



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- Produces or causes to be produced a welcome letter for the President's or Membership Director's signature within one (1) month of receiving the member's completed application, signed Code of Ethics, and dues.
- Maintains a roster of membership and make reports of new membership to the Chapter's Board and ACP, as directed.
- Provides reports to the Board of Directors on current statistics of the Chapter membership, as well as individual reports as requested.
- Ensures that new members are introduced and welcomed at their first Chapter membership meeting.
- Performs, such other duties as may be assigned by the President.

Information Director:

- Develops and maintains an email distribution list for the weekly eNews letter.
- Solicits input, performs research, composes, edits and emails weekly eNews to all on the email distribution list.
- Develops an on-going repository of reference information relating to contingency planning and business recovery and includes it in the weekly eNews. Provides this list quarterly (or at other intervals mutually agreed upon) to 1). Web Director where it is posted on the ACP-OC Web Site and 2). Newsletter Director.
- Give notice of all Chapter meetings as part of the content of the weekly eNews.

*Be a part of
ACP-OC 2009 Changes!
Vote on November 12, 2008*



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ACP-OC 2008 Board Members

President

Monique Weiland
California ISO
(626) 537-2712
president@acpoc.com

Treasurer

Rhonda Russell
treasurer@acpoc.com

Vice President

Jim Tess
vicepresident@acpoc.com

Newsletter Director

Interim Donovan Lozada and DeBorah
Lozada
newsletterdirector@acpoc.com

Website Director

Mikole Davey, The Capital Group
Companies, Inc.
714.257.5576
websitedirector@acpoc.com

Secretary

Will Walker
secretary@acpoc.com

Membership Director

Michael Anzis
Ingram Micro, Inc.
Membershipdirector.acpoc.com

Information Director

Bill Wostenberg, M.S., CBCP, PMP
Automobile Club Southern of California
(714) 885-153
Informationdirector@acpoc.com

Public Relations Director




Sandy Rheinecker, CBCP
Wachovia Dealer Services
Business Continuity
949.753.3963 office
publicrelations@acpoc.com

Resource Director

Jackie Jaeger, Facilities Manager
WesCorp Federal Credit
Union resourcedirector@acpoc.com

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