



ASSOCIATION OF CONTINGENCY PLANNERS
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ACP Update

MARCH/APRIL 1999



From the President...

Did you join us in February for the San Onofre Nuclear Generating Station tour (S.O.N.G.S. is easier to say) last month? Well, if not, you missed a fantastic outing. It was an excellent learning experience and to say the least – a really awesome place. Personally, I have a much greater respect for those that work there on a daily basis. We were able to see more of the plant than most tour groups, due to the fact part of the plant was shut down for maintenance. We learned about the plants' construction, it's future plans, safety regulations of which there must be about a million, plant security, the nuclear fuel and so much



Orange County ACP Members take a break from the tour of the San Onofre Nuclear Generating Station to pose for a picture
photo taken by Steven Craig

more. What was especially interesting was the information we got about their Y2K activities and status from the Y2K project manager and testing and power grid relationships from our tour guide. We saw a main control room that looked like the bridge of the 'Enterprise', for those of you Star Trek fans. We experienced their security, first hand as we were pre-screened prior to arrival, checked-in at the site, went through bomb-sniffers, metal detectors, a whole detail of armed security

guards (with no sense of humor), mantrap turnstiles, and scrutinized by the guards in every tower as we passed them, not to mention watched by our eagle-eyed tour guide at every turn. The only thing we were off-the-hook for was the biometrics system. Of course cameras were everywhere. We almost lost Pat Eskenazi, but they finally let her in. From start to finish, the security was second to none. At the end of

the tour, we went through one more system: radiation detector systems. No, none of us came out glowing! (I'm tempted to make a radiation joke here, but I won't) The weather was cooperative and all in all, it was a great day.

In March, we landed at the Orange County Sheriffs-Coroner Emergency Operations Center for a grand tour of the site. What a great place to work. Orange County seems to be in very good hands. As an added bonus, those who toured, got credit for a certain level of certification of which the tour is considered a requirement. Such a deal. Krispy Kreme donuts were on hand for all – thanks to Susan Jacobo. Elizabeth Eddlemon, of the Sheriff's department, not only coordinated the booking and the tour, but was also a great tour

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From the President....continued

guide and made it all very interesting. Additionally, she arranged to have Sgt. Stumph of the bomb squad give us a presentation on weapons of mass destruction, biological weapons, bomb threats, and lots of historical percentages of what's usually real and what's not, and some great suggestions and hand-outs on how to react to various situations. We learned a lot from him in 40 minutes. Additionally, and last but certainly not least, we were treated to a presentation by Janet Gorman of the OC Disaster Recovery Alliance. I think she amazed us all with the work that she's doing in cooperation with a number of municipalities and large corporations that will in some way be

beneficial to a great number of people in California. Thanks, Janet!

If you missed these tours, don't miss the next one at the Seismology Lab at Caltech in April. Check out the rest of the newsletter for announcements!

Best regards to all,
Pati



PROTECTING YOUR HOME AND OFFICE

By Pat Eskanazi

In today's technological society, fire and water damage can destroy much more than material objects. Information is the life-blood of any organization, and most information is stored within a computer system. When this information is destroyed, the entire organization can collapse.

Computer disaster planning is a way to prepare for the unthinkable and protect computers, programs and the essential data within them. While the chance of experiencing a water or fire damage is slim, make sure your company has five things in order to protect their investments:

- (1) strategic placement of equipment,
- (2) backups of all information,
- (3) a good insurance policy,
- (4) a reliable restoration company, and
- (5) a good contingency plan.

Installing computers away from plumbing, sewage systems and high pressure steam lines, can usually prevent computer damages caused by water. Placement under the standard ceiling-mounted sprinkler systems should also be avoided. In several cases reported, small fires have ignited sprinklers, which completely doused computers, preprinted forms and other computer supplies.

Fire can cause severe damage not only because the computer equipment is destroyed but also because all of the data it contained is destroyed. Most companies insure their computer equipment just as they insure other important assets. Unfortunately, the loss of computer equipment is minor when compared to the loss of data.

To protect your company's computer files, keep backups in a fireproof safe and in a location away from the company premises. Such precautions may seem extreme, but you

can never be too careful when dealing with your company's data.

All company decision-makers and employees need to know what to do in case of an emergency. Most ACP members already have a program in place, but for any members who do not, now is the time. In fact, the full house water damage we [Servpro of Seal Beach, Los Alamitos and Cypress] are currently working on, the homeowner was just given the added responsibility of preparing a contingency plan for her employer.

The following tips may help you to protect your home:

- ◆ Replace the stainless steel water feed lines to your appliances, toilets, refrigerators, etc on an annual basis.
- ◆ Never leave a water usable appliance running when you are not at home.
- ◆ When you are going to be gone longer than one day
 - turn off your water supply at the water main (located in the front of your home),
 - drain your waterbeds, and
 - move aquariums to a room with concrete floors.
- ◆ If you have rain gutters, clean them out monthly.
- ◆ Never have planters attached to the outer walls of your home. If you do, then drill some drain holes at the base so that a heavy accumulation of water will drain quickly.
- ◆ Do not plant trees in the area where the city water feed line to your home is located. The roots will clog up the lines.
- ◆ If you rent, then have a rental insurance policy, because the landlord's policy will only cover the structure and not the contents.





LIFE GOES ON  Diane Gross RN
President


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P.O. Box 3137 (805) 298-4CPR
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NEW MEMBER BENEFITS!!!

As of April 1, 1999 ACP - Orange County members are entitled to a 10% discount on all products sold by S.O.S. Survival Products. Details will be sent to all members. Products can be shipped directly to your home or office. You can pick up a product catalog at one of our events, or by calling S.O.S. directly at (818) 909-0131.

During the recent tour of the San Onofre Nuclear Generating Station, affectionately known as S.O.N.G.S.,  ACP members were treated to many interesting bits of information. Here are a few

- ◆ Those metal rebars used in patios and driveways are roughly the size of your index finger. At the San Onofre Nuclear Generating Station they are about the size of your wrist!
- ◆ S.O.N.G.S is having a big Y2K test in June.
- ◆ S.O.N.G.S cannot restart without pulling lots of power off of the power grid.
- ◆ S.O.N.G.S even has mechanisms in place to keep the birds from landing on the site.

Do you have an interesting bit of trivia or fact??? Please send it to Rhona Slaughter at rslaughter@ameriquet.net

Thank You

Thanks to the generosity of Larry Conard and Arcus, we were blessed with a late Christmas gift. Arcus sponsored all the transportation costs for the San Onofre Trip. In addition, Arcus provided the drivers as well. This truly was a wonderful gift.



If you are interested in purchasing advertisement space in our bi-monthly newsletter, please contact Erin Harty at 714/ 541-5378 on ext. 7709 or by e-mail at eharty@lbfc.com.



CALENDAR OF EVENTS

April 8 Seismology Lab Tour at Caltech and Presentation

Dr. Jim Goldtz, of the Caltech Seismology Lab, will speak about CUBE, seismo lab operations, and monitoring systems.

Dr David Wald, the U. S. Geological Services Shake Map Originator, will talk about shake maps and more.

Event cost: Free! Please register early ~ Spaces are limited.

May 12 Y2K Conference and Luncheon

Topic #1 The Year 2000 Status of County Agencies
Presented by: Mr. Leo Crawford,
Orange County Chief Information Officer

**Topic #2 Legal Issues and Pitfalls of Y2K,
plus Corporate Financial Planning**
Presented by: Mr. Martin Greenbaum
Greenbaum & Ferentz, LLP

**Topic #3 The Year 2000 Status of the California Public
Utilities Commission**
Presented by: Mr. Bruce Deberry,
Chief Information Director of the California
Public Utilities Commission

Event Cost: Members \$20 Non-members \$35

Reservations for this event will be taken on a first-come-first-serve basis. To register for this event please see form on reverse side.

Event Registration Form for the Y2K CONFERENCE AND LUNCHEON

Date: **May 12, 1999**

Place: **Claim Jumper Restaurant, Fountain Valley**

Time: **10:00am - 2:00pm**

Cost: **ACP Members \$20 / Non-members \$35**

Name: _____ Company Name: _____

Address _____ City, State, Zip _____

Work Phone: _____ E-mail: _____

ACP-OC Member? _____ YES _____ NO

Lunch Selection (*please choose one*)

____ Rotisserie Chicken ____ Ceasar Salad ____ BBQ Baby Back Ribs



I would like to join ACP now and receive a 10% discount on the Annual Membership Dues!!! *Please bring a separate check payable to ACP in the amount of \$90 to the registration table at the Y2K Conference.*

Due to space availability, reservations will be accepted on a first-come-first-serve basis and will be restricted to a maximum of 90 attendees.

To register make checks payable to **ACP-OC** and mail this completed form to:

Phyllis Gargano
Ameriquet Mortgage Company
1100 Town & Country Road, Suite 1030
Orange, CA 92868

The ACP - Orange County Chapter is proud to present three very powerful speakers at its Y2K Conference on May 12, 1999. Here is a short biography on each of the three key speakers.

About

Leo
Crawford

LEO CRAWFORD is the Chief Information Officer and Assistant Chief Executive Officer for Information and Technology for the County of Orange, reporting to the County CEO, Janice M. Mittermeier.

His responsibility includes voice, data, and network support and integrating those services into and improving the business processes of the County of Orange.

He has a Masters Degree in Computer Systems Management from the Naval Postgraduate School in Monterey, California. He was awarded the Certificate in Data Processing (CDP) from the ICCP in 1977.

Leo joined the County of Orange in 1987 as the Computer Operations Manager, was promoted to Deputy Director Information Systems, and again promoted to MIS Director before accepting his present position in December of 1996.

About

Bruce
DeBerry

BRUCE DEBERRY is currently the Chief Information Director, Information and Management Services Division, for the California Public Utilities Commission in San Francisco, California.

Mr. DeBerry will be discussing the Y2K Status of the California Public Utilities Commission, which includes such divisions as Energy, Rail Safety and Carriers, Telecommunications, and Water.

About
**Martin B.
 Greenbaum**

MARTIN B GREENBAUM attended UCLA for both his under graduate and law degrees, receiving his J.D degree. He acquired intensive trial experience while serving as Deputy District Attorney with the Los Angeles District Attorney's Office until 1974. Since then, he has been engaged in civil collection, enforcement of judgments, investment loss recovery and construction cases. Mr.



Greenbaum is the senior attorney with the law firm of Greenbaum & Ferentz LLP and limits his practice to loss recovery. Mr. Greenbaum is rated "AV" by Martindale-Hubbell Law Directory, the highest rating given by the most prestigious attorney rating directory in the United States.

Mr. Greenbaum has served as an instructor and presenter for twelve California Continuing Education of the Bar (CEB) programs on Enforcement of Judgments and post-trial practice. He has served as a University of California Extension Instructor for legal assistance courses concerning Obtaining and Enforcing Money Judgments and Mechanic's Liens, at Irvine, Los Angeles, Riverside, San Diego and Santa Barbara campuses. He has been a co-chairperson of the Orange County Bar Association Creditors' Rights Section. Mr. Greenbaum has lectured widely to trade and business groups on the topics of credit, collection and construction collection. He provides expert witness services on collection and collectability issues. He is admitted to practice law in California and Colorado.

**GREENBAUM
 FERENTZ LLP**

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San Francisco	-	80 California Street, Suite 1500 • San Francisco, CA 94111 • (888) 760-8866
Los Angeles	-	1800 Century Park East, Suite 600 • Los Angeles, CA 90067 • (888) 760-8866
Palm Springs	-	555 South Sunrise Way, Suite 200 • Palm Springs, CA 92262 • (888) 760-8866
San Diego	-	5355 Mira Sorrento Place, Suite 100 • San Diego, CA 92121 • (619) 231-1338

CERTIFICATE IN

Disaster Preparedness and Recovery Management



The Program

This program provides practical information and experience in emergency response systems and strategies. An emphasis is placed on using effective planning, systems analysis, preparedness strategies, communication and technological innovations. Participants will learn how to develop strategies within their organization, as well as when and how to partner with outside organizations to meet both emergency preparedness and recovery management needs. The practicum included in this program will provide participants with an opportunity to integrate their skills into their organization's preparedness and recovery program.

The Courses

Hours

■ Principles of Disaster Management <i>(an overview of the field)</i>	8 hrs
■ Planning for Business and Public Sector Continuity <i>(developing a plan)</i>	24 hrs
■ Disaster Training and Exercises <i>(setting up and practicing drills)</i>	16 hrs
■ Human Behavior in Disasters <i>(planning for how we react)</i>	16 hrs
■ Corporate/Public Agency coordination - Beyond 911 <i>(obligations/expectations)</i>	8 hrs
■ Media Management in Disasters <i>(effective and appropriate communication)</i>	8 hrs
■ Financial Issues in Recovery Management <i>(budgets and allocations)</i>	16 hrs
■ Technology in Emergency Management <i>(systems survival)</i>	16 hrs
■ Practicum in Emergency Management <i>(apply the knowledge)</i>	3 hrs + 40 hour project

Classes are scheduled on Saturdays and start at different times throughout the semester. Locations vary between the Fullerton campus and Garden Grove facility

Who Should Attend

Those who have collateral responsibility for emergency preparedness planning, in both private industry and the public sector, and need the skills necessary to plan, negotiate, and implement an effective emergency plan for their organizations.

For more information, or to receive a free brochure, call Vincent Glaeser at 714-278-5945.





ACP UPDATE

APRIL IS EARTHQUAKE PREPAREDNESS MONTH!



Now is the perfect time to prepare emergency kits for your home, car or boat.
Here are a few ideas to help you get started.

- ✓ Possible containers include: covered trash cans, duffle bags or backpacks
- ✓ Water - one gallon per person per day plus water for cooking and hygiene
- ✓ Store at least three days of non perishable foods canned meats, fruits and vegetables
- ✓ Non-electric can opener
- ✓ First Aid Kit and manual
- ✓ Prescription medicine, over-the-counter medication & extra glasses/contacts
- ✓ Copies of important documents
- ✓ Paper cups, plates, plastic utensils and cookware
- ✓ Battery operated radio with extra batteries
- ✓ Flashlight with extra batteries
- ✓ Cash in small bills and change
- ✓ "Swiss" style utility knife
- ✓ Waterproof matches
- ✓ Whistle, pliers & wrench
- ✓ Chlorine bleach/disinfectant
- ✓ Extra clothing and sturdy shoes
- ✓ Games, book and magazines