



ASSOCIATION OF CONTINGENCY PLANNERS

ACP Orange County *UPDATE*

Volume 4, Issue 5

September-October 2001

Message From the President

President's Page

The past ten days have been very difficult for all of us since the tragedy that confronted our country. Each of us can recall where we were and what we were doing that horrible morning of the terrorist attack on the World Trade Center. I certainly can and every time I see the replay of planes flying into the WTC buildings, I think I am seeing a movie and I shake my head in disbelief. This isn't happening!

As contingency planners, we try to plan for every possibility that might occur to protect our corporate businesses. I'm sure disaster preparedness was in place at the WTC, but **this** tragedy is not one we ever thought would occur to the magnitude it was. Today I read that an estimated 6,333 people are missing. There are not enough words in the dictionary to describe how each of us has been impacted by the event.

I think back over my 30-year career as an IS Manager and Business Continuity Planner, and how I pressed down, very hard, to make certain the companies I was employed by had crossed the "T's" and dotted the "I's".

Many times I was chastised for carrying my concerns for disaster recovery too far.

The aftermath of this event is causing heightened security, loss of jobs for various industries, and a stock market that has been declining each day. That's the bad news! Out of bad things, there is usually always good. The "good news," we as a country are pulling together as stronger patriots, we have a lot of compassion for people we don't even know, and we know that it could happen anywhere, at anytime. We must not be lax in our thinking and planning for any future events. We must BE PREPARED for the unthinkable.



Looking ahead to 2002 and our ACP Chapter, we are putting together a candidate slate for the November voting. You are urged to nominate someone or even volunteer your own name to serve on the Board. It has been my privilege to serve with wonderful people for the past 3 years. It is a *real* team effort from this great group of people. So if you've even had an inkling to serve – DO IT NOW!

I look forward to seeing you at the monthly meeting the second Wednesday of the month.

Sandy Hagan

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Correction

In the July-August Update (page 5) the correct date for OC-ACP meeting is October 10.



New easy to use URL now on-line for ACP-Orange County! You will continue to find the same great information at www.acpoc.com

- The ACP-OC website was the 5th most accessed directory within ACP International for July with 1,392 hits! *and*
- we made 5th, 6th and 10th place as most downloaded files for July.

Those files were:

- May 2001 Newsletter - 5th Place - 32 downloads;
- July Chapter Meeting Flyer - 6th Place - 31 downloads;
- March 2001 Newsletter - 10th Place - 16 downloads

Verna, we thank you for all your great work!

SunGard Business Continuity and Internet Services is currently supporting 22 disaster declarations and monitoring nearly 70 alerts. Its Crisis Management Team convened shortly after the first attack and continues to operate around the clock. As business continuity clients continue to assess their situations, SunGard is confident that all necessary resources are in place. SunGard is currently supporting subscribers at five facilities along the eastern seaboard and one in Chicago. For periodic updates on recovery efforts, visit www.recovery.sungard.com.

Since the September 11 terrorist attack **Comdisco** has had a total of 47 customers and 93 declarations, and has utilized 13 of its 45 recovery centers. Three-thousand customer employees are working out of the Comdisco facilities.

2001 Calendar of Events

*Unless indicated otherwise
chapter meetings will be at
the Capitol Group*

October 10

"Simplifying the Business
Continuity Process"
Speaker: Phil Lambert

November 14

2002 Board Member
Election

December 12


Holiday Luncheon
FoxFire Restaurant
Anaheim

ACP-OC Shirts

Our Chapter is selling ACP Orange County denim and polo shirts. These good-looking, high-quality shirts are available in sizes M, L, XL & XXL. Each sells for \$25.00. Please see **Carinda Mickelsen** during our meetings or contact her at 949.790.8248 or carinda.mickelsen@oomc.com.

Comments Please!

The ACP-Orange County *UPDATE* Newsletter is published bi-monthly. We invite your comments, inquiries and suggestions about *UPDATE*. Please contact **Jan McArthur** at 949.252.4114 or e-mail jan.mcarthur@acefis.com. For advertising questions contact **Susan Jacobo** at 626.302.7012 or jacobosk@sce.com.



The events of September 11, impacted us all. We either knew or knew of someone affected by the terrorist attacks on the World Trade Center and the Pentagon.

On September 14, **SunGard** confirmed that three of their employees who were visiting customers in the World Trade Center remain missing. Our thoughts and prayers are with all of them.



We cannot say "Thank You" too many times to **The Capital Group** for permanently hosting the monthly ACP meetings. It is appreciated by each and everyone of us!!



Thank You!



\$\$ Membership Discount Program \$\$

An active Member will receive a \$10 discount coupon for any of his/her guests who join the Orange County Chapter. Only the first discount coupon can be applied towards a discount on the Member's renewal. Additional discount coupons may be applied toward any Chapter event.

Still Available! Emergency Back Packs



ACP has in its inventory emergency backpack kits that are now being offered at a reduced price. Original price on these 3-day kits was \$65.00. We will sell for \$40.00.

Please contact Phil Lambert at 949.790.7621 if you are interested.

American Spirit

by Carinda Mickelson

Well, I was supposed to write an article this month about membership. And while we always look to grow our organization, I've decided that I'd be preaching to the choir, and I know all of you have already encouraged your colleagues to join this great organization. Besides, I think we all need something to renew our faith during this time.

I've received hundreds of e-mails over the last two weeks....some funny, some angry, and some sad. But the overall feeling of each and every one of them has been an undeniable strength that through all of this – America will overcome.

I received the message below from a friend, and though I've made a minor edit or two, I think it's the most powerful one I've read. It certainly has stuck in my mind.



Well, you hit the World Trade Center, but you missed America. You hit the Pentagon, but you missed America. You used helpless American bodies, to take out other American bodies, but like a poor marksman, you STILL missed America. Why? Because of something you will never understand. America

isn't about a building or two, not about financial centers, not about military centers. America isn't about a place; America isn't even about a bunch of bodies. America is about an IDEA. An idea that you can go someplace where you can earn as much as you can figure out how to, live for the most part, like you envisioned living, and pursue happiness. (No guarantees that you'll reach it, but you can sure try!) Go ahead and whine your terrorist whine, and chant your terrorist litany: "If you cannot see my point, then feel my pain."

This concept is alien to Americans. We live in a country where we don't have to see your point. But you're free to have one. We don't have to listen to your speech. But you're free to say one. Don't know where you got the strange idea that everyone has to agree with you. We don't agree with each other in this country, almost as a matter of pride. We're a collection of guys that don't agree, called States. We united our individual states to protect ourselves from tyranny in the world. Another idea we made up on the spot. You CAN make it up as you go, when it's your country.

If you're free enough.

Help Desk Message Error HUMOR!

You may want to pass on these acronyms to your help desk staff. This will help them explain the problems users experience with their computers.

- **PEBCAK** (Problem Exists Between Computer And Keyboard)
- **NAPWAD** (Not A Problem Works As Designed)

He who every morning plans the transactions of the day and follows out that plan, carries a thread that will guide him through the maze of the most busy life. But where no plan is laid, where the disposal of time is surrendered merely to the chance of incidence, chaos will soon reign.

Victor Hugo

Board Position Descriptions

Below is a brief description of the position responsibilities for each of the board member positions. Please review and feel free to nominate a member (this could be YOU too!).

President



- Define the ACP infrastructure that will position and sustain it for growth and value added services to members
- Attend President's Council meetings and address related issues
- Lead the organization, keep politics out, keep the fun and value in every event
- Emcee each chapter meeting and event
- Prepare a "From the President" article for each newsletter

Vice President



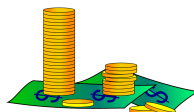
- Obtain speakers for each event, at least 6 weeks in advance of the event
- Obtain speaker biographies at least 4 weeks in advance of the event
- Pre-event registration
- Help the President and any other Board Members as needed

Secretary

- Order all event gifts, prizes and awards and bring to each event as required
- Registration table manager at all events
- Document and publish monthly Board Meeting minutes to all Board Members

Treasurer

- Prepare financial reports reconciling the account on a monthly basis
- Registration table presence at all events
- Prepare receipts for all payments and donations



Advertising Director

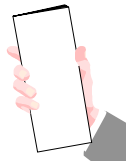
- Contact vendors to support ACP by advertising in ACP-OC Update newsletter to increase awareness and treasury funds

Information Director

- Maintains database with all member and associate information



Membership Director



- Advertise membership benefits at every event, via fliers, handouts and/or announcements
- Create documentation or procedural instructions, hints, lists, charts, etc. for this position

Newsletter Director

- Publish the chapter newsletter as per schedule providing members and associates with timely and informative articles.

ACP-OC Update

Program Director

- Obtain, coordinate and contract for all event locations and food
- Develop, organize and produce the meeting program
- Coordinate and confirm speakers



Resource Director

- Maintain the chapter library of materials, books, magazines etc.
- Bring resource library to each chapter event
- Maintain historical information file of resources

Website Director

- Create and maintain ACP-OC website with chapter events, board member contact information, chapter newsletter, links to other websites.

