



ASSOCIATION OF
CONTINGENCY
PLANNERS

ASSOCIATION OF CONTINGENCY PLANNERS (ACP)

WASHINGTON STATE CHAPTER

OUR WEB SITE: <http://www.acp-wa-state.org/>

MEETING MINUTES

April 26, 2006

- **Welcome** **Cheryl Bieson**
- **Sponsor Update** **Eric Olsen- Iron Mountain**
 - Data Points:
 - Iron Mountain will be presenting at the ACP June session.
 - Please review their website for data on new technology, videos on facilities and services, whitepapers and Industry std information: <http://www.ironmountain.com/us/>
 - New tools include data defense (new tool for laptops) as well as tools for email continuity.
 - The Iron Mountain team has general data supporting lessons learned from disaster situations that can be shared without identifying the specific customer.
 - The request has been made to share data from previous Iron Mountain media releases.
 - The focus of these releases would be communications on how Iron Mountain is addressing the concerns and next steps supporting their recent "media issues".
- **Introduction of Board Members** **Cheryl Bieson**
 - Membership Director: Phil Lambert
 - Phil is also a member of Corporate ACP, focused on Strategic Alliances.
 - Information Director: Brenda Oberto
 - Manages the update of our website as a portion of her role.
 - Interim Program Director: Victoria Leighton
 - Working with Board to develop ACP themes and supporting speakers.
 - Secretary: Michele Turner
 - Assisting in supporting President and Board as a whole in necessary initiatives as well as taking meeting minutes during ACP Membership meetings.
 - President: Cheryl Bieson
 - Working with other Board members to provide Strategic direction for ACP Washington Chapter.
 - Treasurer: Tim Martin
 - Providing financial review and coordination for ACP Washington Chapter.
- **Introduction of Speakers** **Victoria Leighton**
Carl Whiting
 - Marsh Risk Consulting
 - Presentation on the web site
 - Key Point to keep in mind: Migration back to permanent site is critical and should be highly considered in planning.

BREAK



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- SunGard Dave Reysa
 - Presentation on the web site.
 - Key Point: From a declaration perspective, SunGard does have access to lists noting other team members that could be used as alternative contacts, in the event that the primary members are affected by disaster (list provided by the organization). Additional review in terms of geographic dependencies or constraints can be reviewed as well.

- Washington Urban Search and Rescue Thomas Miner
 - Presentation on the web site
 - Key Point: Not all positive points of action from a FEMA perspective were noted in the media.

- **ACP Business Review** **Cheryl Bieson**
 - Upcoming meeting additions:
 - We will be sharing business information moving forward to ensure that all members are aware of ACP Washington Chapter status.
 - This business information will include financial as well as membership count data.
 - For the June meeting, we will be introducing the nominating committee process relative to the upcoming Board elections.
 - By-law updates:
 - The ACP Corp Board has made changes to the by-laws from a National perspective.
 - As such, the ACP Washington Chapter will be making changes to the Articles of Association.
 - Changes will be tracked to ensure that all updated material can be provided to corporate no later than September 30th.
 - Suggestions for topics:
 - A thank you goes to Victoria Leighton and the Board as a whole for organizing the presentations for today.
 - Should any members have ideas or suggestions for speakers or locations, please send that data to Victoria Leighton by the 3rd Wednesday of each month so that these suggestions may be considered.
 - Upcoming Topics:
 - Brent Woodworth (IBM) will be speaking in June.
 - Brent is a member of the DRII Board of Directors and has had direct and onsite experience with the Tsunami as well as Hurricane Katrina.
 - Brent is considered to be an Industry expert.