



# Association Of Contingency Planners

Northeast Florida Chapter

Volume 2, Issue 4

## Special points of interest:

- April Meeting Recap
- New Website
- New Training course
- Next Month's Meeting Agenda and Corporate Sponsor



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## ACP April Chapter Meeting Recap

The first 'road trip' of the year was very exciting. Our monthly meeting had 21 members and guests in attendance.

Following a magnificent buffet of fruits and cheeses and introductions, we spent some time at each table discussing some very important topics on disaster recovery.

Each table then presented their individual discussions to the entire group. Some of the topics were, 'Have your business needs been assessed?', 'Is location important?', and 'What about pricing?'.

Everyone enjoyed the interaction.

After a few remarks and welcome from the Colo5 staff, everyone was invited to tour the Colo5 facility.

Separate groups of 5-8 people went out to view the level of service provided, the facility and the



willingness to go above and beyond from everyone in their organization.

After the tour, everyone placed their business cards in a bowl for a drawing. The winner of a \$40.00 gift certificate to Dave & Buster's was Mark Coles. Congratulations Mark!

We would really like to thank our site host and meeting sponsor Colo5.

Scott Martin and his colleagues were excellent hosts, the tour was quite informative and the food and presentation were just great!

More information on Colo5 can be found at: [www.colo5.com](http://www.colo5.com).

Headquartered in Jacksonville Florida, Colo 5 is a leading independent data center offering secure and hardened collocation and disaster recovery services to customers nationwide.

In addition to our disaster recovery products and service offering, Colo 5 also ensures companies are compliant and meet any business continuity regulations through our portfolio of disaster recovery office space .

Our center is SAS70 II compliant , confirming its ability to provide a reliable, secure and high availability infrastructure with 100% Service level agreement guaranteeing power and network uptime.

Please review our site or to schedule a personalized tour of the facility contact:

J Scott Martin, Major Account Manager at (904)394-9618.

## Have you visited our New Website?

### If you have not, Take a Look!

Go to <http://northeastfloridaacp.com/> and you will see a brand new look and feel to our chapter.

Of course this is just the beginning.

Please let us know what other information , links, topics, etc. you would like us to show. This is your website

and is a direct reflection on how we project ourselves to the outside community.

The Events and Training Calendars are updated weekly. If you have any training, conferences, outside events, or any relevant information you would like to pass along, please forward it to Ernie LaRoche.

“ From small beginnings come great things.”

~ Proverb

# Association Of Contingency Planners

## COJ adds new courses to the Schedule

The Duval County Emergency Management Division will be conducting an additional ICS 300 (Intermediate) and ICS 400 (Advanced) class. Some of you have already registered for the class scheduled in July. If you would like to change your registration to this class please contact me. My information is listed below

The dates for the classes are:

ICS 300 – May 16<sup>th</sup>-18<sup>th</sup> 8:30 am to 5:00 pm

ICS 400 – May 19<sup>th</sup> – 20<sup>th</sup> 8:30 am to 5:00 pm

Training Location: JFRD Training Academy, 11980 Alden Road, Room P-111

The pre-requisites for the course are the IS 100, IS 200, IS 700, and IS 800. If I do not have copies of your certificates on file, please bring them with you on the first day of training. You will need to present them before receiving credit for training.

**Call Elizabeth Henderson—Emergency Preparedness - Office: 630-2676 or 630- 2472**

“It's easy to make a buck. It's a lot tougher to make a difference.”

~ Tom Brokaw

## Memberships Available

ACP offers both individual and organizational memberships.

Individual Memberships are renewed on an annual basis with membership dues established by each local chapter. For our Northeast Florida chapter annual dues are set at \$85.00.

Organizational Memberships are available in 1, 2 and 3 year renewal schedules for businesses and groups with larger continuity planning professionals on staff.

Active participation allows members to:

- Share knowledge with and gain insight from a network of industry practitioners
- Expand skill sets through an extensive knowledge base of resources
- Earn professional education credits for membership and meeting attendance

- Receive discounts on conferences, products, services, and training

Membership in ACP is open to those interested in the field of business continuity, emergency management, risk management and similar disciplines. If you would like to participate in our diverse network of over 2,400 professionals to learn and share knowledge about business continuity planning, join today!

Go to [http://www.acp-international.com/membership\\_join.asp](http://www.acp-international.com/membership_join.asp).

## Survey Question Results

Last month we asked our members to answer a few questions on your completed First Aid and CPR training. We had a limited number of people respond, but here are the results.



1. Do you train your employees in First Aid/CPR?
  - All the respondents indicated yes they do provide training.
2. If so, what percentage of employees are trained?
  - The average was about 2% of respondents population on campus, split among multiple shifts. Most were HR staff, Security, and employee volunteers.

3. How do you identify these CPR/FA trained individuals so everyone knows who to contact during a medical emergency? (post a list, use something to identify them, etc.)

- Each respondent has a different method of identifying their response personnel. Some have vests and hats, others have cubicle or office name tag identification, and others have paging via security. The one common factor was that all respondents post a listing of their people in each location.

Thank you to all the respondents for taking time to complete this quick survey.

## COJ - Emergency Preparedness Training and Exercise Schedule 2011

Here are the training schedules for the next month's courses.

4/29/2011	8:30 - 4:30	Duval Property Appraisers	PRELIMINARY DAMAGE ASSESSMENT (G-601)
5/2 - 5/5 2011	8:30 - 5:00	TBD	PLANS SECTION CHIEF – POSITION SPECIFIC
5/4/2011	9:00 - 12:00	EOC	WEBEOC**
5/10/2011	8:00 - 5:00	EOC	MITGATION PLANNING WORKSHOP FOR LOCAL
5/16 - 5/19 2011	8:00 - 5:00		FEMA NATIONAL LEVEL EXERCISE 2011
5/17/2011	8:00 - 5:00	EOC	EM TRAINING SERIES**
5/18/2011	9:00 - 12:00	EOC	WEBEOC**
5/23 - 5/26 2011	8:00 - 5:00		2011 STATE HURRICANE EXERCISE
6/1/2011	9:00 - 12:00	EOC	WEBEOC**

### COURSE DESCRIPTIONS

**\*\*EM SERIES** IS AN INTRODUCTION TO THE WORLD OF EMERGENCY MANAGEMENT. THIS INFORMATIVE 8 HOUR-FOUR PART SERIES INTRODUCES THE STRUCTURE, PURPOSE AND FUNCTIONS OF THE EMERGENCY OPERATIONS CENTER. **PRE-REQUISITE: NONE**

**\*\* WEBEOC** IS A WEB-ENABLED CRISIS INFORMATION MANAGEMENT SYSTEM WHICH PROVIDES SECURE REAL-TIME INFORMATION SHARING DURING EOC ACTIVATIONS. WEBEOC REPLACES THE ETEAM SYSTEM USED DURING TROPICAL STORM FAYE. ALL ASSIGNED POSITIONS INSIDE AND OUTSIDE THE EOC SHOULD ATTEND TRAINING TO RECEIVE A WEBEOC USERNAME AND PASSWORD PRIOR TO ACTIVATION.

**\*\*APDS COURSES** (ADVANCED PROFESSIONAL DEVELOPMENT SERIES) ASSISTS IN THE DEVELOPMENT OF REQUIRED SKILLS NEEDED IN EMERGENCY OPERATIONS AND MANAGEMENT. COURSES ADDRESS TOP SKILLS FOR PERFORMING EMERGENCY MANAGEMENT AND DISASTER DUTIES **PRE-REQUISITES:** COMPLETE THE 7 PROFESSIONAL DEVELOPMENT SERIES COURSES THROUGH THE INDEPENDENT STUDY PROGRAM OFFERED THROUGH FEMA AT [HTTP://TRAINING.FEMA.GOV/IS/SEARCHIS.ASP?KEYWORDS=PDS](http://training.fema.gov/IS/searchIS.asp?keywords=PDS) . **FOR INFORMATION ON THE ADVANCED PROFESSIONAL DEVELOPMENT SERIES PLEASE VISIT** [HTTP://TRAINING.FEMA.GOV/EMIWEB/APS/](http://training.fema.gov/emiweb/aps/) .

**\*\*ICS 300 INTERMEDIATE INCIDENT COMMAND SYSTEM FOR EXPANDING INCIDENTS** IS DESIGNED TRAINING FOR PERSONS SERVING AS COMMAND STAFF, SECTION CHIEFS, STRIKE TEAM LEADERS, TASK FORCE LEADERS, UNIT LEADERS, DIVISION/GROUP SUPERVISORS, BRANCH DIRECTORS AND MULTI-AGENCY COORDINATION SYSTEM (MACS)/EMERGENCY OPERATIONS CENTER (EOC) STAFF. **PRE-REQUISITES:** FEMA ONLINE INDEPENDENT COURSES ICS 100 AND ICS 200. FOR MORE INFORMATION VISIT FEMA AT [HTTP://TRAINING.FEMA.GOV/EMIWEB/IS/ICSRESOURCE/ICSResCntr\\_TRAINING.HTM](http://training.fema.gov/emiweb/IS/ICSRESOURCE/ICSResCntr_TRAINING.HTM)

**\*\*ICS 400 ADVANCED ICS COMMAND AND GENERAL STAFF – COMPLEX INCIDENTS** EXPANDS UPON THE MATERIAL COVERED IN ICS 100 THROUGH ICS 300. ICS 400 FOCUSES ON LARGE SINGLE-AGENCY AND COMPLEX MULTI-AGENCY /MULTI-JURISDICTIONAL INCIDENT RESPONSE. THE COURSE ADDRESSES AREA COMAND AND STAFF ISSUES, AS WELL AS THE PLANNING, LOGISTICAL AND FISCAL CONSIDERATIONS ASSOCIATED WITH COMPLEX INCIDENT MANAGEMENT AND INTERAGENCY COORDINATION. **PRE-REQUISITES:** ICS 100, ICS 200 AND ICS 300

**\*\* ICS 300/400 TTT** IS DESIGNED TO PROVIDE DESIGNATED TRAINERS WITH THE KNOWLEDGE AND SKILLS NECESSARY TO EFFECTIVELY TEACH ICS 300/400 IN THEIR JURISDICTION PRE-REQUISITES IS 100, IS 200, ICS 300, ICS 400



For more information please contact:

Elizabeth Henderson—Emergency Preparedness  
Office: 630-2676 or 630- 2472 Email:  
[ehender@coj.net](mailto:ehender@coj.net)



Dedicated to the evolution of Business Continuity

### Northeast Florida Chapter

**President:** Stephen Michael (904) 733-1198  
**Secretary:** Cheryl Shapiro (904) 791-6333  
**Treasurer:** Matt Moyer (904) 565-5250  
**Program Director:** Montina Portis (904) 854-5168  
**Information Director:** Sue Crane (904) 905-8743  
**Membership/PR Director:** Ernie LaRoche (904) 954-3011

**Website:** <http://www.northeastfloridaacp.org>

**Our Vision** Building the premier international organization for business continuity professionals.

**Our Mission** Providing a powerful network for the advancement of the industry and the development of business continuity professionals.

### Our Core Values

- Knowledge – We are valued as experienced thought leaders
- Integrity – We are committed to the highest standards of ethics and integrity
- Innovation - We are forward thinkers developing better ways to guide the profession
- Supportive - We are committed to supporting our members and chapters

## Future Meetings - Agenda

May 18, 2011

Guest Speaker - **Steve Canavan**, Director Risk Management from The City of Jacksonville.

Location - Red Cross Facility, 751 Riverside Ave.

Meeting sponsor - **TBD**

June 15, 2011

Guest Speaker - **Chief Senterfitt. Liz Henderson** - JFRD - City of Jacksonville.

Location - EOC, 505 N. Julia Street, Jacksonville, FL

Meeting sponsor - **Peak 10**

**Our May Chapter meeting Sponsor is:**

**Meeting Sponsorships still available -**

**Secure your spot today!**

For 2011 our chapter is looking for vendors to sponsor our monthly meetings. The vendor will receive a 15-minute presentation window, wherein they may **directly promote** their products/services. They also receive a networking table for displaying products, brochures, etc. and advanced promotion on our website and via our e-newsletter and website: <http://www.northeastfloridaacp.org>.

In exchange, the vendor will sponsor snacks, drinks and a \$25 drawing prize.

We are booking vendors for the 2011 year meetings. .

If your company is interested and you would like to see your company logo **HERE**, contact Montina Portis at [Mon-tina.Portis@lpsvcs.com](mailto:Mon-tina.Portis@lpsvcs.com).

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