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**Midwest ContingencyPlanners.org
108th Membership Meeting Minutes on September 06, 2011
Location: MISO – Carmel, IN**

CALL TO ORDER

- President, Mike Alley called the meeting to order at 1:45 PM. He welcomed everyone to our 108th meeting.

INTRODUCTIONS

- Mike thanked Tom for hosting our meeting at MISO. Attendees were notified of emergency exits and restrooms by Tom.
- Mike informed members that moving forward MCP will use “Constant Contact” for communications.
- Reminded attendees register in the guest, member or speaker sign in sheets.
- Mike asked all first time attendees introduce themselves.
- Mike requested that all attendees turn off their cell phones.
- Mike asked all attendees to briefly introduce themselves, title and company.

BUSINESS MEETING

- Mike asked for any corrections or modifications to the minutes from last meeting for those that have reviewed, copies are available on the MCP website and on the registration table. No changes were offered, so Mike asked for a motion to approve the minutes.
- The motion was so moved, seconded, and approved.

SECRETARY REPORT – (Membership)

- Jim reported on current membership; there are 25 member companies with 52 individuals, and 4 retired, and 1 individual.
- Renewals were sent in July, to date 17 companies have renewed. Jim reiterated if anyone needs an invoice to contact him directly. Mike mentioned that tri-fold applications were located on the desk in back.



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FINANCIAL REPORT

- Tom Chernosky reported on the current financial status:

Beginning Cash Position	As of 4/3/11	\$1,808.12
Income		\$1,839.95
Disbursements		\$(507.98)
Ending Cash Balance	As of 04/30/11	\$3,140.09

- The motion was so moved, seconded, and approved.

AUDIT REPORT

- Phil Galoozis and Beth Glidden completed the 2010/2011 MCP Audit and reported the following:
 - MCP 2010/2011 Final Audit report sent to the Board two weeks ago. Remain in good standing.
 - Board is taking the Audit recommendations to change the Financial Reporting to the end-of-the month. This will eliminate confusion since the Board meets every other month and MCP general meetings are quarterly.

NOMINATING

- NA during this meeting

COMMUNICATION COMMITTEE

- After meeting with the Board, Communication Committee will be focusing on leveraging various online resources for disseminating information.
- Want to ensure better communication using various online services
- Goal will be to maintain the accuracy and maximize effort between various groups
- All members should have received notices from LinkedIn and Constant Contact
- Will continue to use MCP website for all information, meetings, minutes, membership information and will start using members only section. We'll also add links to other sites, potential for a news letter.



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- Mike reiterated that LinkedIn is an open forum and encouraged MCP members to post questions, it's also linked to Twitter.
<http://mcpindyblog.wordpress.com>
<http://www.linkedin.com>

PROGRAM COMMITTEE REPORT

Todd Harrington

Encouraged all members to use the evaluation form at the end of today's meeting. On the back of the evaluation form, recommended topics were available based on previous meetings feedback from members. Members in attendance were asked to circle topics of interest along with blank area for adding new topics.

The MCP Board will continue to discuss having a meeting outside of the greater metro area if there is interest by members.

Tuesday, December 13th, 2011

Time: 11:30 A.M. to 4:00 P.M.

Location: American Red Cross Greater Indianapolis vs Brickyard Crossing Inn

Jim added that the meeting room that was used for the last MCP meeting is also a shelter for nationally declared disasters; therefore, we need to be flexible, however, overall, very positive feedback with the facilities at ARCGI.

Topic: Annual Luncheon and Tabletop Exercise

Mike added that December meeting will be based on MCP member feedback. The desire is to meet the exercises goals, concepts; and objectives.

ANNOUNCEMENTS AND COMMUNICATIONS

- No open questions from those in attendance
- DRJ pass was given to Baseline Data Services and admission was courtesy of DRJ.
- Open Discussion: Social Media and the State Fairgrounds Incident
 - Diane Mack mentioned that she observed various hashtags were used, but eventually, they gravitated towards news updates and not requests for emergency services



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- Early on, there was some “chatter” during the incident and it was difficult to manage through the correct information
- “Crisis Mappers” have a spreadsheet that logged critical issues.
- Briefly discussed doing Business Continuity (Workspace Recovery) at same location as Disaster Recovery

NEW BUSINESS

- None

UNFINISHED BUSINESS

- None

MISCELLANEOUS BUSINESS

- Business Continuity/Disaster Recovery Events/Conferences
 - DRJ Fall World – San Diego, CA – Sept 11 – 14
- Notify Mike Elkin about those going to DRJ, he’ll pass your name onto IBM reps that will be in San Diego.

BREAK / NETWORKING SESSION

- At 2:10 pm, Mike formally closed the Business Session of meeting.

FIRST SPEAKER – Diane Mack speaking about “NFPA 1600: Standard on Disaster/Emergency Management and Business Continuity Programs”

Diane group manages the Emergency Management for all of IU’s 8 campuses, staff and students

Diane briefed on her career in the field

She mentioned Rick Rescorla and his impact with preparedness planning and World Trade Center and 9/11. For more information see:

http://en.wikipedia.org/wiki/Rick_Rescorla

<http://news.search.yahoo.com/search/news?p=Rick+Rescorla&ei=UTF-8&fr=yfp-t-701&fr2=newsdd>



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Regardless of EM is part of BC or vice versa, and NFPA 1600 has inputs and experiences from different perspectives/organizations, but these perspectives help with describing the plans that you should have for BC and DR, including training, testing, mitigation, plans.

New standard as of 2010 with new standard every 3 years.
Currently expanding upon the definitions
Went over the NFPA Continuity Plan, BIA definitions

Instead of “just do a Risk Assessment / BIA”, but is now including components of what a Risk Assessment and BIA.
Beginning to include RPO and RTO whereas was not in the past.
Recommend frequency of testing and not just “Do you test”

Significant change is “where is the list of plans”, content is the same, but the organization changes, Plan, Do, Check, Act model.

DRJ is member as was Microsoft.

Requests for highlighting IT but not too much, but looking at HR, Facilities, First Responders

Discussed the NIMS model at IU

Networking Break until 2:45PM

SECOND SPEAKER – Ken Miller – MISO

Designing your own Disaster Recovery Center and Living to Tell About It

Designed nFrames Datacenter facility

No YouTube Videos on building out datacenters

Discussed Pro's and Con's for MISO

- Business drivers and advantages to building out themselves

Discussed Failover Recovery Requirements need to be up at all time

Federal, Industry regulations and standards had an impact on decision to build it themselves.

Had to get through Planning Process; Stakeholders; Defining Program;
Alternate workspace (BC); Operations; Production Datacenters



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Lessons Learned – Get outside firm to validate the evaluation (that has no vested interest in outcome). Know the players of who was involved and conflict of interest. Need to establish location criteria up front.
Discussed the transitional aspects and challenges at MISO.

Numerous Q&A questions closed Ken's presentation.

Meeting Ended 3:40 PM

MCP BOARD MEMBERS

- Mike Alley - President
- Todd Harrington – Vice President
- Tom Chernosky - Treasurer
- Jim Sanchez - Secretary

Chairperson, Shelly Hogan

Past Presidents, Cathy Murdock, Beth Glidden, Gary G. Wyne, Sam Brummett

Program Committee: Mike Alley

Communication Committee: Mike Elkin