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# PROTECTION Summit

**EVALUATE • IDENTIFY • STRATEGIZE • RESPOND • CONTINUE** 

# Thank You to Our Partners!











NETWORKING
INNOVATION
PROJECTIONS
SUSTAINABILITY

# What's Your Angle? Utilizing Marketing and Communication Strategies

Panel #1: 8:30 am - 9:45 am





# @SOCIALMATT

# Adding Value To The Conversation



Penrose-St. Francis @psfhs · 26 Jun 2012

[VIDEO] Who is most at risk given our air quality and what you can expect ---> ow.ly/bPNmN #WaldoCanyonFire #PleaseRT













Penrose-St. Francis @psfhs · 26 Jun 2012

Woodmen Rd at I-25 is being blocked by CSPD. Complete gridlock on I-25 in that area and on Woodmen Rd. #WaldoCanyonFire







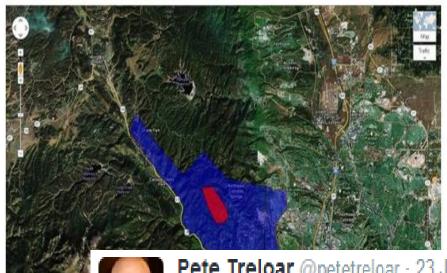


# Adding Value To The Conversation



Pete Treloar @petetreloar - 23 Jun 2012

RT @PSFHS: A map of the fire and evacuation area. The fire is in red and the evacuation is in blue. ow.ly/i/IDNy #WaldoCanyonFire



Pete Treloar @petetreloar · 23 Jun 2012

RT @PSFHS: A map of the fire and evacuation area. The fire is in red and the evacuation is in blue. ow.ly/i/IDNy #WaldoCanyonFire











Penrose-St. Francis @psfhs · 26 Jun 2012

We'll need 2 more hours to check-in those from St. Francis Nursing Home. We'll release a phone number for loved ones soon. #WaldoCanyonFire













Penrose-St. Francis @psfhs · 26 Jun 2012

Mount St. Francis res are all checked-in and have b/ fed hot meal. Phone # c/
\*VERY\* soon. #WaldoCanyonFire @KRDONC13 @kktv11news @csgazette









...



Penrose-St. Francis @psfhs · 27 Jun 2012

Again, if you're looking for evacuated loved ones from Mount St. Francis Asst. Nursing please call 776-5000 #WaldoCanyonFire











Penrose-St. Francis @psfhs · 27 Jun 2012

Talk to a licensed nurse completely free of charge, ask about any medical Q's you have. ---> 719-776-5555 #WaldoCanyonFire











Penrose-St. Francis Health Services



[MOUNT ST. FRANCIS INFO] All residents have been checked-in here at Penrose Hospital and been fed a hot meal. The phone number for loved ones will be coming \*VERY\* soon. #WaldoCanyonFire

Like · Comment · Share · Buffer







Penrose-St. Francis Health Services shared Centura Health's photo.

July 2, 2012 @

"Like" if you believe these guys are heroes! #WaldoCanyonFire

The true heroes of the Waldo Canyon Fire.



- 12,298 Likes
- 307 Shares
- 126 Comments

Reach = 233,000



- 761 Likes
- 22 Shares

Reach = 21,000



#### Penrose-St. Francis Health Services

June 28, 2012 @



We're giving you the opportunity to say THANK YOU to all the firefighers, police officers, volunteers and everyone fighting the #WaldoCanyonFire. Simply leave a comment on this post, and we'll print them off and hand deliver them with the large banner pictured to those on the front lines of this fight. Please, "Like" and Share this post. Go!



- 455 Likes
- 162 Shares
- 223 Comments

Reach = 57,000



Penrose-St. Francis Health Services



= July 3, 2012 10

Coming soon... a #WaldoCanyonFire story about a girl and one very special teddy bear...





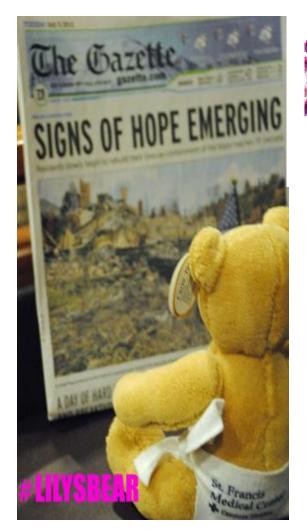
\*

Lily with her big sister Anna and her mother Carrie. I think "Waldo" will have a great new home! #lilysbear - "Like" this photo if you're happy for Lily and her new companion!



Like - Comment - Share - Buffer

△ 123 🗘 7 🖒 2 Shares 📜





Penrose-St. Francis @psfhs · 5 Jul 2012

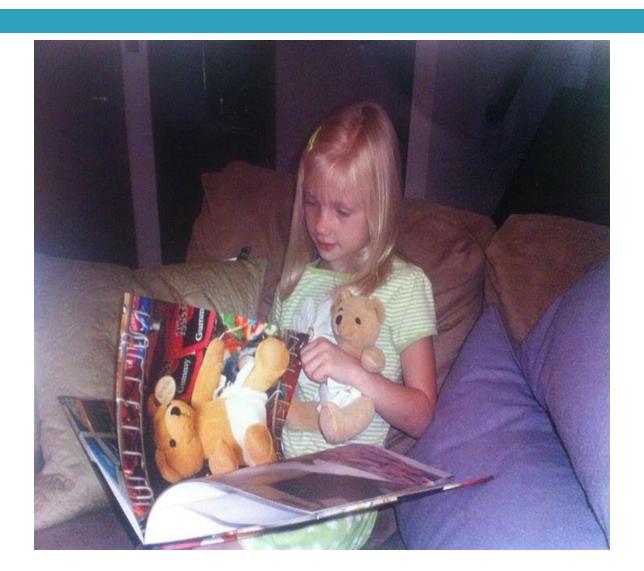
im waldo. ive never been on twitter before. im reading the paper this morning. @csgazette #lilysbear #waldocanyonfire ow.ly/i/KnEv







• Reach = 2,054,983





# Modes For Crisis Communication Trevor Mickelson, CPA Solution Specialist 720-490-4531

Trevor.Mickelson@AgilityRecovery.com

#### **Define – Communication**



#### **Merriam-Webster**

Communication: (noun) \ka- myü-na- kā-shan\ -

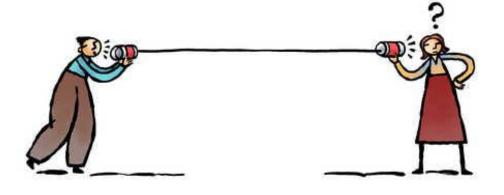
The act or process of using words, sounds, signs, or behaviors to express or exchange information or to express your ideas, thoughts, feelings, etc., to someone else.

\*Message Sent . . . . . . . . . Message Received\*

#### What Is Your Plan...







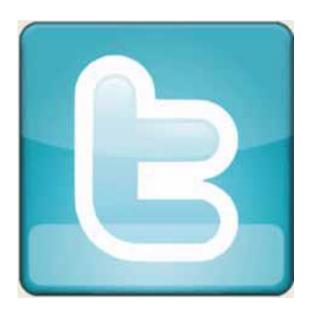


What are your options...?

#### Focus On What Makes Sense To You



#### **Consider Utilizing Two Platforms:**

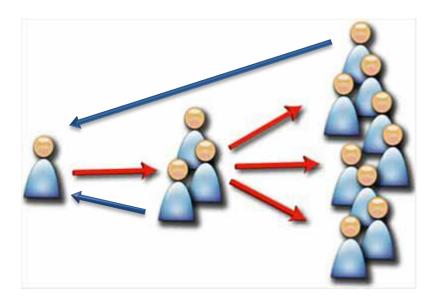




# Why Social Media



- It's Easy keep large audiences of customers, employees, stakeholders educated about your organization's status
- Drive engagement between and among your audience
- Add a different dimension to how you communicate
- Enhance customer service & loyalty



#### 5 guidelines for content creation



#### Social Engagement Philosophy During Crisis

- 1. A Social Media presence takes time to establish
- 2. Best to provide only critical information
- 3. Always provide an action item if possible
- 4. Respect the gravity and sensitivity of the situation at hand
- 5. Understand that social media is a <a href="TWO-WAY">TWO-WAY</a> communication tool

### **Engage Your Audience**



#### A Following is Nothing if you Don't Engage

- What drives engagement?
  - Great content
  - An active, authentic voice
  - Listening
  - Responding
  - Fostering fan-to-fan engagement



**Engagement = Community** 

#### Do's and Don'ts



#### DO

#### **DON'T**

<b>Take the time</b> to find out a little about the issue	Stick with standard replies	
Do a little <b>research on people</b> to see if they have any connection to your organization or are notable in some way	Assume that people who say negative things don't have background or experience to back it up	
Always use a <b>respectful</b> tone	Use overly defensive or angry language	
Follow up on replies to your posts	Assume that your posts are anything but public	
Remember: <b>it is OK</b> to say you don't know something!	Embellish the truth or state any facts you are not sure of	

#### Do's and Don'ts



#### DO

#### **DON'T**

Time and date- <b>stamp</b> critical information	Post without checking if the info is current
Re-post or re-tweet <b>verified information</b> - trusted sources	Post anything that looks overly speculative.
Include #hashtags people are using for the event	Forget to check periodically for the most popular hash tags being used - it changes quickly
Refer to other authorities that are posting and share information with them	Attempt to "compete" or "one-up" other organizations trying to help in a crisis. It isn't a competition

#### **Example: Red Cross Tornado Response**







Shayne Adamski @shayneadamski

2 Mar

State Emerg'y Mgmt accts: @KYEMPIO @AlabamaEMA @MSEMA @KansasEmergency @T\_E\_M\_A #wx cc @fema

🔃 Retweeted by Wendy Harman

Expand



2 Mar

Thoughts w everyone going through a scary, heartbreaking, tragic night. I'll be 1 of many Red Crossers doing my best 2 help in days to come

Expand



Wendy Harman @wharman

2 Mar

Preparedness. RT @SmASHing\_1 But we was ready for the twister tho>>> pic.twitter.com/hRt1CeT1

View photo



banafsheh ghassemi @banafshehgh

2 Mar

If you are in the path of the storms @redcross has a FREE iPhone shelter locator app. Please download, bit.ly/fil5li

Retweeted by Wendy Harman

□ View app





Wendy Harman @wharman

2 Mar

Take cover my Atlanta friends in the northern burbs. (3.2.12 at 8:40pm)

Expand



Cory Mottice @EverythingWX

2 Mar

A look at all of the warnings issued so far today... twitpic.com/8r750v

Retweeted by Wendy Harman

View photo

Red Cross resources

#### **Example: Red Cross Tornado Response**



Action steps,



Hungrr @Hungrr

15 Apr

Storms across the US, think about these communities. They'll need food & volunteers. Check local food banks & Red Cross. Hungrr #tornados RT

Expand



Gloria Huang @riaglo

15 Apr

@Hungrr thx for the @RedCross mention! Pls also let ppl know that we can't accept food/clothing/item donations, it's not what we do:)

₱ Hide conversation ◆ Reply @ Delete ★ Favorite

1 RETWEET



Clarifying Misinformation



Hungrr @Hungrr

15 Apr

@riaglo just retweeted your tweet. folks should give food donations to food banks not the redcross, but plz donate \$ to the red cross RT! Expand



Adi Simpson @8080xlconic

1.4.8nr

There's tornado warnings all around my house. I'm scared cuz we don't have any flashlights and I'm alone! @ICONicMad SAVE ME Expand



Gloria Huang @riaglo

14 An

@8080xlconic head to basement or a bottom floor inner closet/windowless room to take shelter! Stay safe and ((hugs)) from us at @RedCross



Adi Simpson @8080xlconic

14 Apr

@riaglo thanks. TO THE BASEMENT!!!!

View conversation



# It's Simple - Getting Started



#### **Checklist for SM During a Crisis**

- Have a plan for how you want to integrate social media into your crisis communications plan
- Assemble a team of those who are already well-versed in the use of social media in their personal lives
- ☐ Learn the rules and norms for each platform
- Establish connections with people, groups, local and national organizations to share information and help spread your communications
- ☐ Monitor keywords, #hashtags and outside entities that are most meaningful to your organization

### **Getting Started**



#### **Checklist for SM During a Crisis**

- Collect intelligence Don't be afraid to borrow information, link to other organizations' pages, and don't be upset when you are borrowed FROM (This is Good!)
- ☐ Stay on message brief, pertinent, and timely (Information overload degrades validity)
- Practice using social media before you need it in a crisis
- ☐ Regularly monitor any and all accessible information sources for news or updates about your organization
- ☐ Watch the "Speed" of your timeline/frequency of posts

# Practical "Take-Aways"



Consider all your different audiences:

> Employees > Community

> Stakeholders -> Media

> Clients > Competitors

- Once adopted, promote your use of the chosen platform(s) early and often
- VERIFY, VERIFY
- Include who, what, when, where, how, and why

### Practical "Take-Aways"



- Strive to do your best You will make mistakes
- Regularly monitor any and all sources for news or updates about Your organization
- Stay on message stop communication when you're done sharing your primary message. (Information overload degrades validity)
- Don't attempt to answer hypothetical or "What if..." questions, get drawn into any sort of debate, or publicly degrade/insult
- Watch the "Speed" of your timeline and frequency of posts
- Don't be afraid to borrow information, link to other organizations' pages, and don't be upset when you are borrowed FROM
- Use and encourage the use of Common Sense

#### My Gift To You:



#### Practical "Take-Aways"

#### **Communications Checklist:**

# bit.ly/10f3XEM



Trevor Mickelson, CPA Solution Specialist 720-490-4531

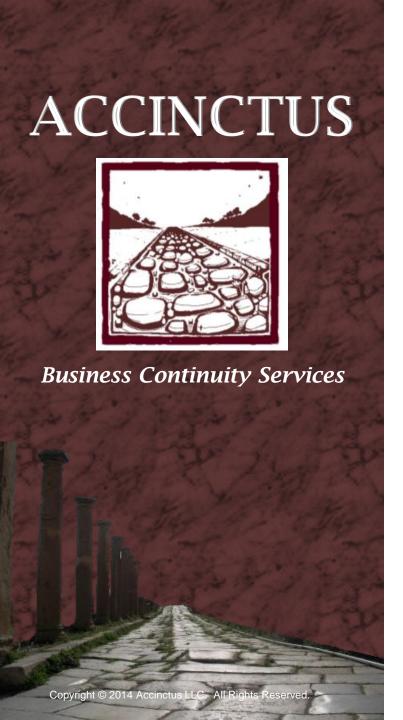
Trevor.Mickelson@AgilityRecovery.com



#### CRISIS COMMUNICATIONS PLANNING CHECKLIST

During an emergency, it is importative that those within your organization know how to communicate effectively. This includes both internal and external communications. The fullowing checklist will highlight some recommendations for developing and executing a well-rounded communications strategy in the face of any disaster scenario.

1	DEVELOPING YOUR COMMUNICATIONS PLAN
	Start with a General Risk Assessment:  Identify the top threats to your organization and any vulnerabilities.  Analyze what business functions are critical to your operations.  Identify the resources needed to protect those critical business functions.  People, Processes, Technology required and Communications Needs associated with each.
	Establish a Crisis Management Team, and those within that group responsible for Communications
	Develop and regularly update an Emergency Contact List to include:  Home Phone Alternate Mobile Personal E-mail Family Contact Information Evacuation Plan
	Set up an Alert Notification System capable of multiple means of communication to employees, stakeholders & clients. TEST regularly.
	Ensure that employee, vendor & supplier mobile voice communications are not reliant on a single network. Utilize multiple carriers and train all critical personnel on the use of text messaging.
	Establish a separate, formal notification plan for employees' immediate families and close relatives in the event of loss of life, missing personnel, etc. Additionally, ensure that caregivers, day care operators and others upon whom employees may depend for family member support can receive appropriate information.
	Ensure that a formal system exists to integrate new hires into the Crisis Communications Plan
	Consider establishing a public hot line, or a "dark" Website that can be activated on short notice to provide information during an emergency to everyone in the community
	Consider an Online Social Networking Plutform for web-based crisis communications (Facebook, Twitter, Linkedin, etc.)
	Establish a universally available and easily accessible database of information about the company in case of emergency to include company background information, critical documents, key contacts, passwords etc.
	Consider setting up a password-protected online message board specific to your organization
	Establish remote hosting for your corporate website
	<ul> <li>Ensure proper bandwidth capability for spikes in traffic during crises</li> <li>Ensure remote access to your website, and establish a team to manage updates to the site during disaster.</li> </ul>
	Develop a tactical response plan for Voice/Phone redirection
	Establish processes & plans to re-establish your network connectivity  • E-mail  • Core Processing  • Virtual Private Network (VPN)  • Remote Services
	Coordinate all Crisis Communications Planning with key vendors and suppliers to ensure seamless transition



# Crisis Communication Fundamentals for Business

Brian Siravo, CBCP Accinctus LLC

#### Fundamentals for Crisis Communications



- Crisis Communication Goals
- What When Who How to Communicate
- 3 Crisis Communication Failures
- Impact of Poor Communication Process

#### **Crisis Communication Goals**



- Provide clear and factual information
- Drive response or recovery actions of employees, teams, authorities, or stakeholders
- Protect your company reputation and liability
- Avoid wasting resources (internal or external)

Crisis communication is not just a PR process

– it is to facilitate efficient and effective response and recovery of your organization after a disruption or disaster.

#### What to Communicate



- Alerts, alarms, security or safety warnings (Fire alarms, door alarms, etc.)
- Response & recovery directives or instructions to employees or team members
- Messages regarding status, impact of incident, or formal declarations
- Requests for assistance

#### Who to Communicate With



- Authorities and public responders
- Employees & team members
- Stakeholders (customers, suppliers, partners)
- Community (media, neighbors, city or town)

#### When to Communicate



- Immediate (seconds) for matters of life safety or security
- Quick (minutes) for response and recovery directives
- Soon (hours) for impact statements or declarations
- Scheduled (2x per day, 1x per day) for updates and progress reports

#### How to Communicate

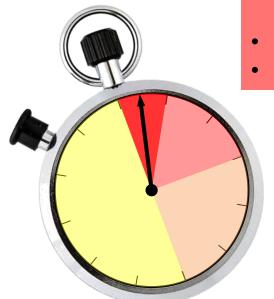


- How to communicate is based on your business, operational needs, or regulatory requirements
  - Automated alerts and alarms
  - System or tool driven messages and communications
  - Human processes
- Always have backup methods
- Pre-planned and scripted (templates)
- Practice Practice your communication processes (including backups)



#### Community

- Initial public notice
   will happen sooner
   than you want (when
   the media shows up)
   – plan for it
- Transition to scheduled communications as quick as can



#### Responders & Employees

- Focus on life safety
- Immediate (seconds) and automated
- Alarms to responders
- Alerts to employees

#### Employees & Staff

- Quick (minutes)
- Response & recovery directives per plans
- Team activation

#### Stakeholders

- Impact statements & operating status
- Soon (within hours) per plan

#### 3 Crisis Communication Failures



- Mixed messages
  - Have 1 spokesperson, 1 process
  - Company policy for employees "no-contact"
- Information released late = no value to target audience
  - Communicate in a timely manner
- Hiding from questions & not countering rumors
  - Be specific and stick to facts
  - Be HONEST

## Impact of Poor Communication



- Increased risk to personnel and operations
- Distracts key leadership and response teams from other priorities
- Loss of reputation & trust from:
  - Employees
  - Customers
  - Partners
  - Community



## Questions?

#### **Contact Information:**

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brian.siravo@accinctus.com

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C DAre You Ready?

Are You Ready? Assessing the Risk of Exposure, Vulnerabilities, and Threats

Panel #2: 10:15 am - 11:30 am







## **Business Protection Summit**

Business Continuity Management (BCM)



### Introduction

- It is now understood that threats and exposures are many.
- More than ever, businesses must be prepared and perform Business Continuity Planning to ensure the ability to continue operations or recover quickly from an event.
- It is time for businesses and organizations to reevaluate the preparedness of their entities to respond to disruptions that they face.





#### **Disasters and Operational Disruptions**



#### **Will Continue To Occur!**



WILDLAND FIRES



















#### **How Effective Are Your Continuity Plans?**

"Who is in charge during a crisis? What if they are not available to make decisions?"

"How do we ensure that employee safety is given due priority in an event?"

"How do we notify and mobilize our event teams?"

"How do we monitor the recovery and keep employees and stakeholders informed?"

"When were our plans last updated and tested?"



#### A Good BCM / Disaster Recovery Planning Tool

• Easy to Use: Ease of access, ease of change, ease of updates

 Fully-Integrated: Ability to collaborate, plan, test, manage and execute when needed. Provide notification.

Web-Based: Build and manage continuity plans that can be accessed from any location at any time

Completeness: Functionality that supports your entire continuity plan

Centralized Plan One location where all the latest plans and related Repository: documents can be found

Proven Process
 & Methodology:
 Based on best practices that guides your team through all the phases of a successful continuity program

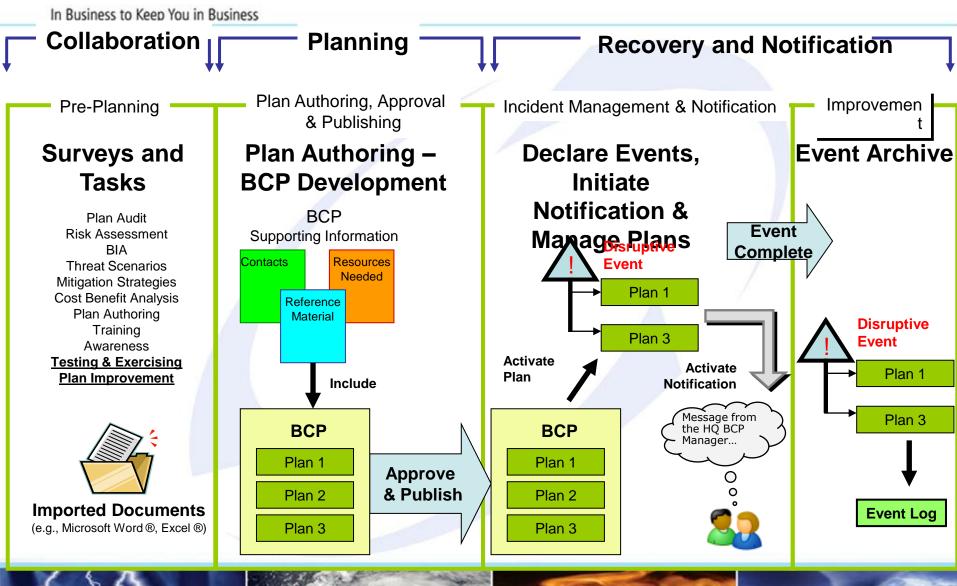


#### **Business Continuity Management (BCM) Planning**

BCM planning is an effort to assure that the capability exists to continue essential business functions across a wide range of potential events. A good BCM plan will enable:

- ✓ Ensuring the continuous performance of a business's essential functions/operations during an event.
- ✓ Protecting essential facilities, equipment, information, and other assets
- ✓ Reducing or mitigating disruptions to operations;
- ✓ Reducing loss of life, minimizing damage and losses; and,
- ✓ Achieving a timely and orderly recovery from an event and resumption of full service.







## **BCM Value Proposition**

In Business to Keep You in Business

- The value proposition for the BCM investment has the potential to provide the following three benefits:
- 1. Optimize response times. Quickly and efficiently respond to an incident by gaining an understanding of the organizational threats and risk thresholds (both quantitative and qualitative.)
  - 2. Reduce downtime losses. Sustain or recover critical functions more quickly and efficiently. ("Was I able to manage and reduce the level of pain encountered during the incident?")
  - 3. <u>Increase productivity for normal operations</u>. <u>Provide gains in the</u> <u>efficiency and resiliency of the organization's key processes</u>. "I now fully <u>understand the requirements of my process and dependencies to other processes</u>."
- Implementation of an effective BCM tool will enable the business to facilitate and demonstrate the ability to define, manage, communicate, train, exercise, maintain and perform ongoing process improvement as related to these BCM value proposition items.



## QUESTIONS????

Peter D. Bille
Pbille.isc@paradigmsi.com
719-302-3575





The Thrills and Chills of Protecting Bits and Bytes ....And Your Business



## Have a plan





## Is this you?



Percentage of Mississippi small businesses that closed in 2005 after Hurricanes Katrina and Rita. Percentage of companies that go out of business within a year of suffering from a natural disaster. Percentage of businesses that go bankrupt within a year of losing their data for ten days.

Source: SingleHop.com



## **Protecting Business**

- 1. Three Deadliest Mistakes
- What are some options for mitigating risk

It's not just about backing up, it's about recovering your business



#### Three Deadliest Data Mistakes

- 1. Inadequate Backup
- 2. No Data Recovery Plan
- 3. No Plan for Business Continuity

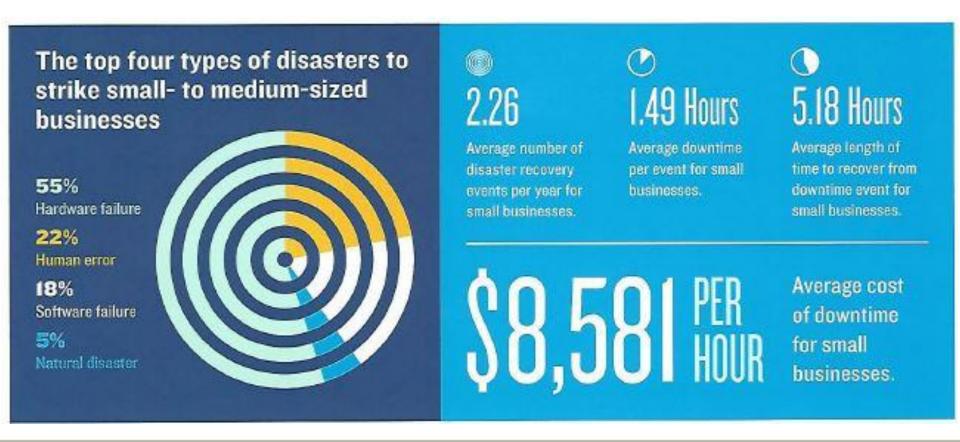


## **Natural Disasters**





#### What's the cause and how much does it cost?





## Common Backup Types

















## Is the cloud a good solution

What exactly is "the cloud?"



#### What is the cloud?

- Services hosted in data centers across the globe
  - Infrastructure: storage, backup, security
  - Platforms: computer processing, servers
  - Software: office automation tools



## Disaster Recovery in the Cloud

- Strengths:
  - Off-site storage of your data
  - -3-2-1
- Challenges
  - Buyer beware—encryption and quality of service
  - Recovery assistance
  - Bandwidth—internet service
  - Pay as you go



## The biggest questions

- "Is it secure?"
  - It depends
  - You get what you pay for...sometimes free is very expensive
- Where is my data?
  - Overseas
  - U.S.-based facilities



## Get off the stage...

- Have a data recovery strategy and a business continuity plan
  - Written and tested
  - Focus on recovery and continuity
- Follow a 3-2-1 rule
  - Three copies
  - Two locations
  - Once daily (minimum)



## This is NOT you



Percentage of businesses that go bankrupt within a year of losing their data for ten days.

Source: SingleHop.com



#### Questions?

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Lunch & Networking 11:30 am - 12:45 pm



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# It's Game Time: Building the Best Offense and Defense for Your Business

Panel #3: 12:45 pm - 2:00 pm





# Business Property Risk



# Your Risk Could be greater than you think

- Business Insurance won't protect you from floods
- Four choices:
  - 1. Pay recovery costs out of your pocket
  - 2. Take out a loan
  - 3. Close your doors (ending your livelihood)
  - 4. Mitigate potential loss Purchase Flood Ins.



## **Risk Realities**

- Even a few inches of water can be destructive
- Can cause tens of thousands of dollars in damage
   Commercial flood claims averaged \$75,000 from 2007 to 2011
- Almost 40% of small businesses never reopen



## **Know What's Covered**

#### Flood insurance covers physical damage to:

Your property



Most personal possessions

\$500,000





# Coverage Details Building Property

- 1. The insured building and its foundation
- 2. Electrical and plumbing systems
- 3. Central AC equipment, furnaces, water heaters
- 4. Refrigerators, cooking stoves, built-in appliances
- 5. Permanently installed carpeting over unfinished flooring
- 6. Permanently installed paneling, wallboard, bookcases, cabinets
- Window blinds
- 8. Detached garages (up to 10% of Building Property Coverage)
- 9. Detached buildings require a separate Building Property policy
- 10. Debris removal



# **Coverage Details**Personal Contents Property

- 1. Personal belongings (such as clothing, furniture, electronic equipment)
- 2. Curtains
- 3. Portable and window air conditioners
- 4. Portable microwave ovens and portable dishwashers
- 5. Carpets that are not included in building coverage
- 6. Clothing washers and dryers
- 7. Food freezers and the food in them.
- 8. Certain valuable items such as original art, furs (up to \$2,500)



# **Coverage Details**What's not Covered

- 1. Damage caused by moisture, mildew, or mold
- 2. Currency, precious metals, valuable papers
- 3. Property and belongings outside of an insured building
- 4. Living expenses such as temporary housing
- Financial losses caused by business interruption or loss of use of insured property
- 6. Self-propelled vehicles such as cars, including their parts



# **Coverage Details**

#### **Basements and Areas Below the Lowest Elevated Floor**

- Basement coverage is limited
- Also limited in areas below lowest elevated floor
  - Crawlspaces under an elevated building
  - Enclosed areas under other types of elevated buildings
  - Enclosed areas beneath buildings elevated on full-story foundation walls (often referred to as "walkouts")



## Resources

• <u>www.floodsmart.gov</u> (FLOODSMART)

• <a href="https://msc.fema.gov/portal">https://msc.fema.gov/portal</a> (MSC FEMA)



## Flood Map Service Center

https://msc.fema.gov/portal



- Official public source for flood hazard information
- Use the MSC to:
  - 1. Find your official flood map,
  - 2. Access a range of other flood hazard products,
  - 3. Take advantage of tools to better understand flood risk





## **TOGETHER WE STAND**

Home Inventory and Asset Management Group, LLC

A company that eliminates the burden of proof after catastrophic loss in an untapped, limitless market.

Carrie Mitchell

Founder/President





Can you remember?







More than 1.5 million residential burglaries occur every year



- Know your insurance policy
- Back up vital electronics regularly
- Store back ups and vital documents off site
- Have a detailed inventory completed

BREAK



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# PROJECTIONS Attitude for Continuity: In Case of Emergency, Break Glass!

Keynote: 2:30 pm - 3:45 pm





Happy Hour/Networking 3:45 pm - 5:30 pm



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