

Continuity of Operations (COOP) and Continuity of Government (COG) Planning Class

includes planning for new NOAA/NHC updates for 2010

This workshop provides key decision makers the tools necessary to develop, implement, review or update their Continuity of Operations and Continuity of Government Plans. As a public agency or non-profit, it is imperative that a plan for continuing operations and government functions be developed, adopted and in place prior to an emergency event. It is also key that this plan be an evolving document to facilitate continued operations. Planning includes:

- Identification of essential functions
- Selection of alternate locations
- Laws that govern compliance
- Responsible decision makers
- Communication methods
- Policies and procedures
- Equipment requirements
- Succession planning
- Essential equipment
- Vital records
- Vendor contacts
- Many other key elements

Discussion also includes the schedule for updating the plan and preparation for an exercise to test the plan.

Target Audience: This session is for all key decision makers in emergency operations, risk management, finance, public works, community services, human resources, planning, utilities and administration who are responsible for continuing government or non-profit operations during emergency operations response and post disaster recovery.



Two Upcoming Offerings:

Wednesday, May 12, 2010

8:30am to 12:00 noon

City of Moore Haven

City Council Chambers ~ City Hall

299 Riverside Drive

Moore Haven, Florida 33471

Friday, May 14, 2010

8:30am to 12:00 noon

City of Treasure Island

Treasure Island Community Center

1 Park Place

(106th Avenue – one block east of Gulf Blvd.)

Treasure Island, Florida 33706

Presenter: Jane O'Connor, TJP Solutions (www.tjpsolutions.net)

Jane has over 25 years of emergency operations, risk, insurance, and human resources management experience. She has managed emergency operations, COOP/COG planning, safety and the FEMA Public Assistance programs for 13 years within Florida government operations and presented to various conferences and over 90 Florida organizations.

REGISTRATION:

\$50.00 per attendee

Registration available online at: www.tjpsolutions.net

A confirmation email will be provided.

For additional information, please contact Jane O'Connor at 941-915-5358

email: joconnor@tjpsolutions.net