

Steering Committee Meeting Minutes

**March 31, 2010 – 9 a.m. to 11 a.m.
Union Bank of California**

Attendees: Heidi Albers, Washington Mutual
Barry Cardoza, Union Bank
Jeffrey Dell, Bank of America
Steven Johnson, Union Bank
Frances Kawaguchi, BNP Paribas
Kim Koppien, NYSE Euronext
Michael Luckin, Technology Credit Union
Cyndee Ochs, Pacific National Bank
Peter Ohtaki, California Resiliency Alliance
Al Parso, First Republic Bank
Sarah Pope, BlackRock
Ren Powers, SoCalFIRST
Matthew Rey, eBay
Mark Sole, Wells Fargo
Joie Zaparte, Bank of America

Guests: None

1. Barry Cardoza introduced Sarah Pope, a new *BARCfirst* member representing BlackRock.
2. Barry advised committee members that Union Bank had been hit by a virus attack the previous day in the form of e-mail received by Union Bank staff in various locations. The e-mails had zip files attached which, if opened, then infected the recipient's PC.
3. The next topic of discussion was the Crisis & Emergency Risk Communication event jointly sponsored by *BARCfirst* on March 25th. The event was well attended and well received. Barry reported that 64 evaluations had been tendered at the close of the event and all were positive. Dr. Barbara Reynolds, the CDC leader of the event advised Barry that this was the best group she has had in terms of interaction during the event.
4. The next topic covered by Barry was the upcoming Meta leader summit, for which Barry is on the host committee. The summit will be held on June 16th, with an introductory reception at 5 p.m. the prior evening. Any Steering Committee members who are interested in attending should contact Barry. Peter Ohtaki reported that he has heard

these are very productive partnership development opportunities for the public and private sectors. The summit will be held at an as yet unspecified hotel near San Francisco International Airport. It is being sponsored by the CDC Foundation.

5. The *BARCfirst* Website hosting has been renewed by Barry for another year. He asked members for suggestions on additional information to be included on the Website. Two suggestions mentioned in the meeting were a “members only” section and a document repository. Steve will distribute the current “wish list” for review of the committee members.
6. Steve Johnson talked about the EOC liaison membership drive. As a means of obtaining additional EOC liaisons, in addition to bolstering the *BARCfirst* membership, he asked for volunteers from the Steering Committee to do outreach to additional banks, credit unions, etc., about becoming *BARCfirst* members. Cheri Mora volunteered to do outreach to credit unions. Heidi Albers agreed to assist in the north bay. Jeffrey Dell volunteered to help out in the Monterey Bay area. Matthew Rey also volunteered to assist with outreach. Steve is particularly concerned with finding additional EOC liaisons in Marin County. Additionally, in general, more EOC liaisons are needed and Steve asked that the members reach out within their respective organizations to solicit additional liaison volunteers. Steve will forward the EOC descriptive information to committee members and he will approach BRMA and BOMA on this issue as well.
7. The meeting adjourned at 9:45 a.m.