



Bay Area COOP/COG Workshop #2

Revised Agenda

December 10, 2014

2:00 - 4:00 pm

Call In Option: 888.251.2909 838-0741#

1600 Los Gamos Drive, San Rafael, **Sheriff's Assembly Room**

Directions

From Hwy 101, exit onto Lucas Valley Road heading west

Turn left on Los Gamos

Park on the Hwy 101 side of the building in the parking lot.

Enter through Lobby **A** from the parking lot.

Take elevator to the **2nd Floor**

Enter lobby to the right and proceed straight into the Sheriff's Assembly Room

Agenda

1. Welcome and Introductions
2. Purpose of the COOP/COG Toolkit
3. Definition and Examples of the 10 Essential Elements for COOP
 - Critical Functions
 - Delegations of Authority
 - Orders of Succession
 - Continuity Facilities
 - Continuity Communications
 - Vital Records
 - Human Capital Management
 - Test, Training and Exercises
 - Devolution
 - Reconstitution
4. Review of COOP/COG Toolkit Products
 - **COOP Sample Plan Template**
 - **COOP Handbook**
 - **COOP Benchmarks**
5. Input and Feedback for the Final Gaps & Recommendations Report
6. Next Steps