

# Brevard County Legal Aid, Inc.

## CMIT OFFERS SOLUTIONS FOR BCLA

Just before BCLA was ready to open their doors to its new building on Harvin Way there was still a long way to go before we were ready for prime. Our need was in the area of technology and we realized that we needed someone who believed that information technology systems are more than just a bundle of wires and blinking lights: they're the heart and soul of your business.

Someone was reading our minds, because one day, a CMIT representative knocked on the door to introduce himself and his company, a neighboring business in Rockledge. It was a match made in heaven for BCLA.

CMIT began to help us; they analyzed current technology, interviewed the staff and saved the day by providing exactly what we needed to do the best job possible for our clients and pro bono volunteers.

The BCLA staff has noticed that whenever they have a question or a need, CMIT is prompt and happy to find solutions that work. CMIT has provided critical technology for BCLA. They are professionals who continue to take pride in providing us with great service and products. We, at BCLA, would recommend CMIT to any business.



L to R: CMIT: Len Farias, Dawn Faust-Smith; BCLA: Robert Johnson/ Dir.

Because we are in Florida and subject to hurricanes and other significant storms, we didn't want to wait until a nasty storm was headed our way to think about how we would protect our computer equipment. A little bit of planning always helps so that, in the event of a real emergency, we would have a specific to-do list that will keep us on track and increase the chances that our business would recover quickly from any physical damage to our office. CMIT provided us with that and offered a few suggestions on how to prepare.

1. Determine how you are going to handle incoming phone calls and try to find a line that is more likely to stay in service. Can you redirect calls to an out-of-state branch office? How about redirecting them to your cell phone or the phones of other key employees? (This of course will not be very helpful if nearby cell phone towers get knocked out.) Another solution is to engage an answering service to mind the phones until you are back online.

2. Run a "fire drill" on your offsite backups and make sure they're capable of a full system restore.

3. Make sure your most important business documents- articles of incorporation, tax records, contracts, software licenses, and so on, are in a flood-proof, fireproof storage container and consider keeping it offsite.

4. When you leave the office, power off your workstations first, then your servers, then your network equipment. If you use a VoIP phone service, your phone system is connected through your Internet service and will not work after you power down your network equipment.

5. After the storm passes through, power up your equipment in the reverse order.

One of the best things you can do to help preserve your critical business data - and make sure it's retrievable even if your physical office ever suffers from significant physical damage - is to use a secure offsite backup.

Go to CMIT's offsite backup and disaster recovery solutions at:  
[www.cmitsolutions.com/guardian.php](http://www.cmitsolutions.com/guardian.php).