



## **Business Continuity Planning Profile: Town of Seabrook Island, South Carolina**

### **Town of Seabrook Island, South Carolina**

Town of Seabrook Island (<http://www.townofseabrookisland.org>) was officially incorporated in May of 1987 and is a residential community where “growth is managed, commercial development activities are limited and the natural environment is preserved, while respecting the rights of individuals and their property.”

### **Town of Seabrook’s Need to Mitigate Potential Threats to its Operations**

Seabrook Island is a very diverse community populated by both full-time residents and a vacationer population that fluctuates year-round. This municipality located in South Carolina’s lowcountry, faces unique threats and potential vulnerabilities that must be considered to ensure it can continue to provide services to residents during a crisis. Because the community is 90% privately owned, there are various controlling entities (Property Owners Association, Club Management, as well as the Diocese of South Carolina’s Retreat, St. Christopher’s Camp & Conference Center) that must be integrated into the Town’s disaster planning. And, the turnover of elected officials requires special consideration to ensure knowledge of the action steps in the town’s disaster preparedness plan is transferred quickly to newly elected Town Council members. Consequently, effective continuity planning requires incorporating Seabrook’s staff, island entities and even outside contractors. Being able to continue serving its residents, especially in the event of a crisis situation, is essential for the Town of Seabrook Island.

### **Meeting the Need: Atlantic Business Continuity Services**

The town had neither the personnel nor the expertise to conduct a full assessment of its potential threats. Without a plan to mitigate risks, there was uncertainty as to whether the town could sustain operations through a disaster. Therefore, Town Administrator Randy Pierce sought recommendations from other municipalities in order to find the appropriate resource. Enter Atlantic Business Continuity Services (ABCS).

ABCS ([www.AtlanticBusinessContinuity.com](http://www.AtlanticBusinessContinuity.com)), is a division of KFR Services, a 35 year-old family-owned company in Summerville, South Carolina. As a lowcountry business, ABCS combines local insight with professional credentials, ensuring the best risk assessment and preparedness planning possible.

*“The Mayor and Town Council were truly impressed with the professionalism and completeness of Scott’s work. Very detail oriented.”*

*Randy Pierce, Town Administrator*

### **Solution: A Continuity of Operations Plan That Serves Residents, the Town, and its Employees**

ABCS’s Scott Cave guided the Town Council and Administrator through a process identifying all possible risks that could disrupt the town’s operations. Recognizing exactly what potential risks they faced allowed the Town of Seabrook Island to “realize even the most remote possibility to create serious damage to our abilities to carry out our duties,” stated Pierce. Because Cave is a certified business continuity planner, his expertise ensured the examination process, as well as the resulting actions steps and plan development, were all-encompassing and applicable to each of the town’s specific threats. Having such a thorough and individualized continuity of operations plan equips the town with the tools to address any situation that may cause an interruption to operations.

Through proper evaluation and contingency planning, Seabrook Island’s Town Council and Administrator became better prepared to deal with emergencies without disrupting service to their residents.. “It gives us the confidence to know that we can handle the crisis situations as they appear,” said Pierce.

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