

aitp

Association of  
INFORMATION  
TECHNOLOGY  
PROFESSIONAL

Evergreen Chapter

March 2005



The  
Random  
Access

		<b>Work</b>	<b>Message</b>	<b>FAX</b>
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# From the President

## Mainframe Lessons Learned

I spent over twenty years as a mainframe COBOL applications programmer. One of the concepts that I developed during that time was “integrated systems documentation.” This isn’t to say that working on mainframes was the reason that I came up with the concept. But it helped to be in this environment so that I could build on my initial ideas about “integrated systems documentation.”

In its simplest form, “integrated systems documentation” is nothing more or less than building a daily diary of your work. For this concept to be successful, you need to spend time on your documentation each day. As you are pounding out code, cut out ten percent of your time each day for your documentation. Just like making an entry to your diary.

A common complaint about programmers is that they don’t spend enough time on documentation. I think a big reason for this is that they are so busy generating new applications or making changes to existing applications that they just don’t have time for the documentation task. Generally it’s left till the end and even then the work keeps coming and the documentation doesn’t get done. By picking out some of your time each day, you “integrate” the documentation into your work.

Here’s a good example of my use of this concept. A number of years ago, I was assigned as the lead programmer on a vendor supplied piece of application software. The code we would install included at least three hundred application segments. One of the vendor’s applications installation experts arrived at our site to install the alpha version of the software.

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Find the Evergreen Chapter, AITP on the Web at:  
<http://cis.acs.edcc.edu/aitp/evergreenchapter>

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# Chapter Committee Chairs and how to contact them....



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# The Board of Directors... What they Did...

**Evergreen Chapter, AITP  
Board of Directors Meeting**  
10 February 2005  
McMenamin's, Mill Creek



was spotty over the holidays.

**Present:** Association Director and Chapter President, Robbin (Ol'Dogg) Boston, CDP; Treasurer and Immediate Past President Kim Fischer, CDP; Secretary, David M. Chapin, CSM; and Director Jillian H. Chapin.

**Excused Absences:** Executive Vice President, Byron Thom (lecciones espanolas); and Director, Paul Byrum, PMP.

Approval of **January minutes**.

## **Officer Reports:**

**Association Director** – Robbin Boston – Received a shipment from Culminis, of which they say that the Chapter is now a member.

**President** – Robbin Boston – The Association has yet another new drop-box address to which membership applications / fees should be sent.

**Executive Vice President** – Byron Thom – ningun informe

**Secretary** – David Chapin – To be published

**Treasurer** – Kim Fischer – To be published

**Immediate Past President** – Kim Fischer – No report

**Region Events Exchange Committee** – Dave Chapin – Now on the Region Website at: <http://www.aitp.org/region2/events.htm>. Participation

**Association E-Communications Committee** – Dave Chapin – This committee would like your

feedback as to how you want news from the Association. How often, what format, changes to current vehicles? To which the senior citizen responded: “I don’t read *Information Executive*.”

## **Committee Reports:**

**Advertising** – Byron Thom – ningun informe

**Auditing** – Robbin Boston – Next scheduled Audit is August 2005.

**Awards** – Jillian Chapin – **2005 COPA Progress as of 20 January 2005**. Clean slate: Education, 0 points of the 10 points required for 0% of goal; Membership and Membership Retention – a problem; Public Relations, 0 of the 20 points required for 0% of goal; Meetings, 0 points of 30 required for 0% of goal, and Association Participation, 0 points of the 20 required for 0% of goal.

**Bylaws** – Dave Chapin – No outstanding requests.

**Community Service** – Byron Thom – Robbin Boston reported that the Northwest Harvest drive raised \$500.

**Education** – Dave Chapin – No current activity.

**History** – Dave Chapin – Two on going projects (without progress... Scan the original Chapter Charter Certificate for Ol’Dogg Boston, and

Work continues on making a list going back to the 1980's of meeting dates, speakers, topics, and attendance numbers.

**House** – Jillian Chapin – No January or February meeting on which to report. Kim Fischer reported that he had passed the word to the Flying Pig that we would not be there in January, February, or March; but would return in April.

**Membership** – Robbin Boston – 7 members are listed as active on the Association's database.

**Nominating** – Dave Chapin – Schedule: Announcement May 05, Committee formed May 05, Nominations Open June 16, 05, Nominations Close June 23, 05, Chapter BOD Election July 05, Chapter Officers Elected August 25, 05, Officers take office January 1, 06.

**Program** – Kim Fischer – Changes to be made from the following schedule under Continuing Business –March: 03/17, Using Technology in Support of Remote Medical Services; April: 04/21, Steve Hailey – Stenography; May: 05/19, IT in Medical Management; June: 06/16, Annual Planning Session.

**Publications** – Dave Chapin – The January and February *Random Access* issues will be combined into a single issue published in February.

**Public Relations** – Paul Byrum – No report

**Roster** – Kim Fischer – The next roster publication is scheduled for January

**Random Access Publication/Submission Schedule:**

Program Month	Info Due	RA Pub	Mtg Date	BoD Date	
Mar 2005	Feb 28	Mar 4	Cancl'd	Mar 17	
Apr 2005	Apr 4	Apr 8	Apr 21	Apr 28	
May 2005	May 2	May 6	May 19	May 26	EdCC (?)
Jun 2005	May 30	Jun 3	Jun 16	Jun 23	
Jul 2005	No newsltr		No mtg	Jul 28	
Aug 2005	Aug 1	Aug 5	No mtg	Aug 25	
Sep 2005	Aug 29	Sep 2	Sep 15	Sep 22	
Oct 2005	Oct 3	Oct 7	Oct 20	Oct 27	
Oct 2005			Oct 29	Boston => 63	
Nov 2005	Oct 31	Nov 4	Nov 17	Nov 22	(BOD Tue Early)
Dec 2005	Nov 14	Nov 18	Dec 8	Dec 13	Early
Jan 2006	Jan 2	Jan 6	Jan 19	Jan 26	
Feb 2006	Jan 30	Feb 3	Feb 16	Feb 23	

2006.

**Spy** – Puget Sound Chapter – Mr. Boston and Mr. Chapin crashed the Puget Sound Chapter January meeting 1/27/05 where one of their members will be talking about Spyware. After months and months where the speaker came from polished Microsoft, this speaker's training was try-it-until-it-works. Attendance about 10 and several were long-time PSC members who had never been to a meeting. They finally found a topic of interest. The link to the Puget Sound Roster lasted exactly three months... Gone now so we're mailing to an address list ever growing less accurate.

**Student Activities** – EdCC – Student chapter is up to 2 members as of the last available Association roster.

**Technical** – Dave Chapin – If filler is needed for the next *Random Access* we will write same.

**Telephone** – Kim Fischer – Did not call, no meeting.

**Website** – Jillian Chapin – <http://cis.acs.edcc.edu/aitp/evergreenchapter/working...>

**Continuing Business:** Meetings –  
What do we do about this?

**New Business:** No new business

**Next BOD location:** Amante's Pizza  
and Pasta, Lynnwood. 3/1705 at 6:30  
PM

Submitted by:  
Dave Chapin  
Chapter Secretary



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President's Letter  
Continued from page 2

I had no idea of how the application worked but knew that it was time to get with my own personal documentation effort. As the expert was going through the install process, I was madly taking notes (although it was like trying to decode a foreign language without a dictionary). And at the end of each day, I sat down to the word processor and entered my notes into a continuing application diary file. The initial installation process took about a week to complete. By the end of this time I had about a fifteen page document of the process.

As it turned out, this document proved invaluable. Over the next six years, we

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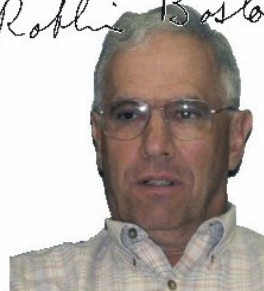
did at least two release level upgrades to the system. And guess what, each new release installation repeated the steps of that initial effort. I continued to refine my personal installation diary including such things as file conversion references, initialization routines and references to the custom code that we had created. I know that I saved myself many hours of redo effort by having my installation diary up to date.

I don't work on mainframes anymore – in fact, I don't work at all. But I still find the concept of “integrated systems documentation” useful in the PC world. When I have a problem and need to contact someone for support, I always generate a problem log. And it is integrated. That is, if the problem takes some time to solve, there are references to the steps taken in a sequential date kind of order.

So the message is, integrate your documentation into your daily work schedule. You'll be amazed at how much you can record if you do just a little piece of it each day.

Robbin L. Boston,  
Chapter President

*Robbin L. Boston*



## Newsletter Awards

1st Place 1982	1st Place 1996
4th Place 1983	1st Place 1997
2nd Place 1984	1st Place 1998
2nd Place 1985	1st Place 2000
2nd Place 1992	1st Place 2003
2nd Place 1995	

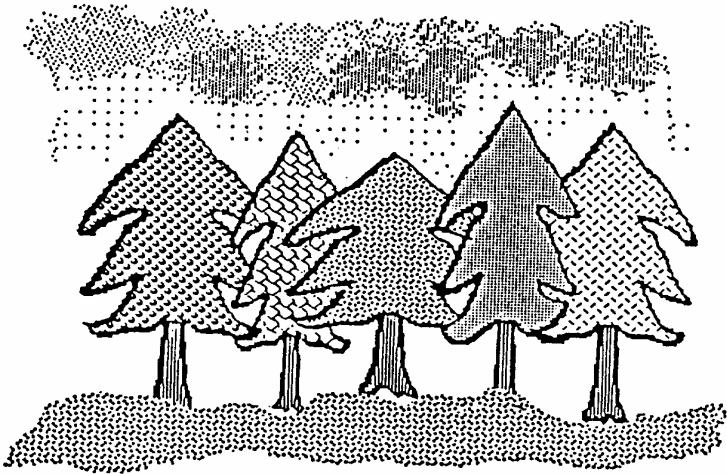
# Evergreen Chapter

## Association of INFORMATION TECHNOLOGY PROFESSIONALS

## Chapter Outstanding Performance Awards

1974-75	1981	1991	1996	2000
1976-77	1984	1992	1997	2001
1978	1989	1993	1998	2002
1979	1990	1995	1999	2003

## March 2005



Bronze	Silver	Gold	Emerald	Diamond	Double Diamond	Triple Diamond
R.Boston	R.Boston	R.Boston	R.Boston	R.Boston	R.Boston	D.Chapin
B.Burkett	P.Byrum	P.Byrum	D.Chapin	D.Chapin	D.Chapin	R.Boston
P.Byrum	D.Chapin	D.Chapin	J.Chapin	J.Chapin	I.McLeod	
D.Chapin	J.Chapin	J.Chapin	K.Fischer	E.Lysen		
J.Chapin	S.Coopey	S.Coopey	D.Kaetel	I.McLeod		
S.Coopey	K.Fischer	K.Fischer	E.Lysen	H.Young		
K.Fischer	D.Kaetel	D.Kaetel	I.McLeod			
D.Kaetel	K.Krajewski	K.Krajewski	H. Young			Quad Diamond
K.Krajewski	E.Lysen	E.Lysen				
E.Lysen	I.McLeod	I.McLeod				
I.McLeod	S.Rock	S.Rock				D.Chapin
D.Nelson	B.Thom	B.Thom				
M.Reeder	H. Young	H. Young				
S.Rock						
B.Thom						
H. Young						

\* Pending

The Evergreen Chapter, AITP  
invites you to join some of us at  
the Puget Sound Chapter meeting:

**Olympia Pizza and Pasta**  
**4501 Interlake Avenue North**  
**Seattle, WA 98103**

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**Thursday,**  
**March 24, 2005**

**6:30 PM**

We have cancelled the January, February, and March meetings while we address some issues. In the interim, we are encouraging our membership to attend the Puget Sound Chapter's meetings.

As we publish, we have no details about their March meeting topic, but if you check their website, ([www.psaitp.org](http://www.psaitp.org)) you should find some details.

Parking is a bit of a pain, so be prepared for a block or two walk... Then follow the hallway back behind the counter to the meeting room.

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We also encourage you to join us at our board meetings, grab a chair, and help us get our chapter back on track.

But, ya'll come back and join us in April when we have Steve Hailey of CyberSecurity Institute describing the art of hiding information within other objects such as graphics...

# For your Calendar:



## March

- 17 Our BoD meeting will be at Amante Pizza, 196th in Lynnwood 6:30 PM
- 17 The leprechauns will be out in force and wear'n of the green will be in vogue.
- 24 The Puget Sound Chapter meeting, Olympia Pizza and Pasta, Seattle.

## April

- 21 Steve Hailey of CyberSecurity Institute describing the art of hiding information within other objects such as graphics...
- 28 Our BoD meeting. Location to be announced, 6:30 PM
- 28 The Puget Sound Chapter meeting, Olympia Pizza and Pasta, Seattle.



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## **Association News:**

First a note... a little too subtle yet for the public's appreciation in the Monday Jay Leno "Headlines" segment, but here is a clip from the Association's calendar. Think that the USPS can find awards@aitp.org?

**3/31/05 - 3/31/05**  
**Chapter Newsletter Award**  
Chapter Newsletter Contest entry deadline. Send to awards@aitp.org

This reminds the Malcontent of standing on the loading dock of Peoples Bank with the IT Manager who was pointing at "the last impact printer" in the organization, crated and waiting for pickup., and being told about how all of the printing tasks were now being handled by high-speed lasers. There was a little scrambling to move that crate back into the building when the Malcontent, having just that week received one of those pre-sandwiched carbonless (it was 1977) forms for renewal of a Peoples Safe Deposit Box asked how that task was now being accomplished? Newsletters still include hard-copies, people!

Another Association calendar item: Those on the Chapter's Board need to

visit the Association's website and complete the Conflict of Interest form prior to 3/31/05. Get on it, people.

**AITP Member Communication:  
March Professional Member Promotion**

Dear Member,

For the month of March, AITP will have a "spring sale" on professional memberships, where new members can join AITP and save money doing it.

New and lapsed members whose applications are postmarked (post office or online) between March 1 and March 31 will be able to join for \$80 (a discount of \$25), plus chapter dues. Moreover, we will waive the \$15 one-time processing fee, for a total savings of \$40.

The March promotion provides an excellent opportunity for you to contact your colleagues and to suggest that, if they have been thinking about joining, March is the time to do it. The URL below provides a link to a two-page flyer that summarizes the value that AITP members enjoy. You can e-mail it to prospects or print it as a two-sided page to hand out at meetings and chapter events.

<http://www.aitp.org/organization/profile/promotion/images/AITPBenefitsDesc.pdf>

This will be the only professional member promotion during the first half of the year, so take advantage of this opportunity to bring in new members to the "information technology organization of choice." Members gain the substantial benefits associated with chapter involvement as well as our enhanced web portal and expanded affiliations... and they get it at a reduced price!

Craig Kennedy  
Association Board of Directors  
Association of Information Technology Professionals  
401 North Michigan Avenue - Ste 2400  
Chicago, IL 60611-4267

## Region News:

From the Region comes the following proposed Region Bylaws changes:

### **Bylaws Change Proposals Fall 2004**

#### **To add a definition and enable an Executive Committee: Article V - Governing Body**

The governance of this Region shall be vested in its Board of Directors.

#### **Section 1 - Board of Directors**

1.01 The Board of Directors of the Region shall manage the affairs and assets of the Region, and the assessment, if any, of dues for the Region. The Board of Directors of the Region shall consist of a voting dele-

gate elected or appointed by each chapter.

1.02 The Executive Committee of the Board of Directors shall include the Region President, Vice President(s), Secretary, Treasurer and Immediate Past President. All members of the executive committee shall be voting members. The Executive Committee shall manage the affairs and assets of the Region between regular meetings of the Board of Directors. [*Previously read "and Immediate Past Vice-President"*]

#### **To enable election of officers by electronic vote:**

#### **Section 3 - Election and Term of Office**

3.01 Officers of the Region shall be elected at an annual business meeting of the Board of Directors as specified in its Operating Procedures. Election by electronic voting may be held in accordance with Article X. [*Previously read "In the event of an emergency election voting may be held ..."*]

#### **Article IX - Meetings**

#### **Section 1 - Annual Business**

1.01 An annual business meeting of the Board of Directors of the Region for the election of officers and for the transaction of other business concerning the affairs of the Region shall be held once each year at the discretion of the President of the Region. The Secretary of the Region shall send notice of the annual meeting to each board member at least thirty (30) days in advance of the

meeting. Election by electronic voting may be held in accordance with Article X. . [Previously read "In the event of an emergency election voting may be held ..."]

## **Article X - Voting And Quorum**

### **Section 1 - Voting**

- 1.01 At each Board of Directors meeting, each chapter voting delegate or alternate delegate shall have one vote. The President shall vote only to break a tie.
- 1.02 Voting by mail or electronic media is [Was "may be" instead of "is"] authorized [Continued with "by the officers of the Region to meet emergencies."]. Ballots will be sent to each voting delegate by the Secretary/Treasurer of the Region.

And to add to the Region's Mission Statement coined last year, come Goals and Objectives:

### **Region 2 Mission Statement**

Promote AITP and maintain effective communication with Region Chapters and Individual Members. Our objective is to serve as a resource to chapters for education, leadership training, professional development and chapter improvement, as well as to encourage the improvement in professional stature of members and to improve the perceived value to AITP membership.

### **Goals and Objectives**

**Promote AITP and maintain effective communication with Region Chapters and Individual Members.**

- A. Create and maintain an up-to-date

Region web site.

- B. Create and maintain a timely published Region newsletter.
- C. Email pertinent information to the Region Chapter Liaisons, Members-at-Large, and Chapter Officers as appropriate.

**Serve as a resource to chapters for education, leadership training, professional development and chapter improvement.**

- A. Provide AITP Leadership Training at an annual Region Meeting.
- B. Create and maintain lists of speakers for chapter meetings.
- C. Provide professional and educational training.

**Encourage the improvement in professional stature of members.**

- A. Promote member certification.
- B. Promote state recognition of IT certification.
- C. Provide professional education sessions at Region Meetings.

**Improve the perceived value to AITP membership.**

- A. Expand the opportunity for networking and information sharing beyond the local chapter.
- B. Publicize the AITP's ability to bring about industry changes and influence legislation.
- C. Publicize the value of AITP membership.

*[All together now, to this, the Malcontent will say: "Great! Now where are the programs to turn these words into actions?"]*

## **Chapter News:**

First, the Publications Committee wishes to apologize to the traditionalists for the corruption of the cover of this issue of *The Random Access*. The Malcontent just could not resist the opportunity when we turned our back. It is doubly troubling in that the image being corrupted is that with which we on the Publications Committee traditionally, since some time in the 1980's, wish you and yours, the best of the Holiday Season and a great 2003.

If you've skipped the minutes of the last Board of Director's meeting, go back and read that now. Published in the minutes and again in an article following the minutes is the description of changes being proposed to our Chapter Bylaws. The change is brought about by the recent clarification of the Interim Member status hence the need to include that membership status within our chapter's organization. As interpreted now, when a student converts their Student Membership to the Association's Interim Membership that has a reduced fee structure while that member finds a job in the industry and gains some experience. With this change, an Interim Member may become a full voting member of the Evergreen Chapter by paying the local chapter (\$35) portion of the Evergreen Chapter dues. Prior to this (proposed) change, there was no provision for an Interim Member to officially take part in Chapter business.

IPA paperwork... Just haven't gotten motivated to get this project off the ground. Since they changed the submission format to a worksheet, the addition and formatting of new years to an existing worksheet takes **much** more effort than adding a page to a Word docu-

ment...

## ~~Epilogue Spy:~~

The Malcontent and The Ol'Dogg have attended the last two meetings of the Puget Sound Chapter. We had the pleasure of getting some bona fide information from a hands-on practitioner – defeating spyware in January and the realities of backup in February.

For the Malcontent, the January presentation could not have been more timely when three days before the February meeting the boss walked in carrying the family's Christmas Present with the instructions "Fix it. Nuke it if you have to, but fix it." Textbook case: one fast machine connected to a cable modem, with no active anti-virus software and no efforts to control spyware... Care to guess where two teenagers can "take a PC?" For the sake of family unity, lets just say that the only way to boot that machine was in Safe Mode, and even then, three days later it was still coughing up spyware residue and the occasional virus link in some deep recesses of the System Recovery folders. It got nuked.

The discussion of backup, always timely, went deeper than the usual "you need to." Discussion turned to the ability to actually recover from your backup. What software and what hardware would be necessary if you had to recreate the environment in which a backup of say the tax return you submitted in 2004? Do you have those items? Do you even have a list of items needed? You say you're not sure? You should have been there!

The Evergreen Chapter will once more be joining the Puget Sound Chapter for the March meeting and then restart our series of meetings in April with Steve Hailey, CEO of the CyberSecurity Institute, talking about hiding information within other information.

## Anniversaries and Awards:

In the chaos of getting out the January/February issue, mostly in getting all of those past BoD meeting minutes in place, we forgot to celebrate the membership anniversaries from that period, so to make amends for that oops, here, are all of the Chapter's membership anniversaries through March. Please join us in congratulating these members.

**William F. Reilly**, Zetec, Inc., **1 year**.

**Dennis D. Grote**, Northwest Plus Technologies, Inc., **1 year** (This time... Dennis was a member of the Puget Sound Chapter for several years and we don't have the "start/stop" dates necessary to give you a full accounting of his membership.)



The following is a) blatant endorsement, b) self-congratulating, c) taking credit for the work and ideas of others... d) all of the above

## The Nature of Education is Changing

Yes, the nature of education is changing, and I don't mean the BS flying under the banner of "no child left behind." I'm talking about professional training, continuing education... the stuff you and I need to keep the wheels on the pavement.

We've got degrees, one or more. We've got certifications, a wall full and letters most often screwed up on mailing list. But what we've needed for years, yes you've read that here before, is a method of getting quality technology training delivered on a schedule compatible with work and family responsibilities. And to get such training without twenty-four prerequisites... Okay? Ready to sign up?

Some years ago, we suggested, and a couple of members started drafts before the propulsion faded, of compact, highly technical, correspondence courses... The idea being to share the knowledge held within the cranium of our chapter members... Good idea, but it needed more resources than we could draft.

Meanwhile, yours truly, got drafted onto a community college CIS curriculum advisory board. The State of Washington considers programs such as CIS at a community college as less "theoretical," than you'd find at one of the state's four-year institutions. More practical, hands-on, career preparation

and as such requires these institutions to have an advisory committee of representatives from the business world to assist in aligning the course work with the needs of business. Short version: If you're looking for business skills, a community college is chartered to deliver industry relevant training, a requirement not levied upon the four-year institutions.

Over the years, some nineteen or more now, I've attended advisory meetings where we've critiqued course descriptions and graded these against a list of employable professional skills needed right now. We've endorsed new relevant courses and dismissed other content as being "legacy." As we've identified these requirements, we've (well, actually the college's administration, staff, and instructors) altered the curriculum. Gone is the degree requirement for two quarters of accounting. Gone is COBOL. Gone are the mainframes. ...yes, each of these still has a niche, but none of them are high on today's resume keyword hit-list.

Now, while striving to create meaty courses with career relevant content, we've given today's students a wide menu of options and many areas of specialization. Whoa! Someone (We'd like to take credit, but we've already claimed much more influence than documentation might support.) stepped back and noticed what we've really created. If a professional did not have to subscribe to the "degree path" bureaucracy, if they could grab the four or five concentrated courses in the target information area, then we have precisely the "fill the knowledge gap" educational program we've long been sug-

gesting.

This, along with a move back toward instructors "of achievement" – industry pros, published authors, and recognized industry achievement – brings the Malcontent's endorsement of the Edmonds Community College's CIS Department's new IT program. Keep reading!

The Malcontent,  
Comments, counter fire, whatever:  
jdchapin@gte.net

The Computer Information Systems Department at Edmonds Community College provides comprehensive opportunities for IT professionals to enhance their current skill sets and advance their careers by providing training in the following high-level areas:

- Database Information Technologies
- Information Security
- Network Security
- Linux Security
- Web Development

Our advanced courses, certificates and degrees in these areas were developed for Information Technology professionals already established in their field. We offer short work-ready certificates and utilize highly-specialized instructors who are recognized as experts in their field. These programs are offered at night to ensure the working IT professional an opportunity to attain further training at normal community college prices. Please visit the CIS web site at <http://cis.edcc.edu/> or call 425-640-1902 to arrange to speak with an advisor or for more information on our courses programs and free security seminars.

# Coming to the Evergreen Chapter April Meeting

**April 21, 2005  
at The Flying Pig**

As introduction, lets use this from Brian Calvert as found on the KOMO website:

If you've ever opened a computer file, you'll notice there's a list of everything that's inside.

Well, almost everything.

In the last five years, some programmers have figured out how to hide a file within a file. It's a process called Steganography.

"You're still able to see a file, but there's really nothing there to show you that there's a hidden message inside," says Steve Hailey, who runs Bothell's Cyber Security Institute.

There are good applications, but the bad guys use Steganography, too.

Take a child pornographer. They can actually hide kiddie porn images inside non-pornographic pictures so on the surface, it all looks legit.

Terrorists are using the same technique to hide marching orders and other directives inside seemingly harmless files.

We continue our tradition of providing programs introducing the skills and issues that you, as an IT professional, will be facing. Join us as Steve Hailey brings this technology to our attention.



For background information on Steve:  
<http://www.komotv.com/yourmoney/story.asp?ID=17120>  
or his company website:  
<http://www.cybersecurityinstitute.com>

More information on steganography:  
<http://www.petitcolas.net/fabien/steganography/>  
<http://www.cybersecurityinstitute.biz/training/steganography.htm>

For the source of the material we cited:  
<http://www.komotv.com/news/story.asp?ID=33863>

Or the Malcontent suggests viewing, for Hollywood's view of the subject, Morgan Freeman and Monica Potter in "Along Came a Spider."



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