

What Privacy Protection Means for Your Business

The responsibility for protecting your business information runs deep. All corporate records have to be continuously safeguarded and monitored, and your clients and employees expect you to maintain the confidentiality of their sensitive data. State and federal privacy laws such as FACTA, HIPAA, and GLB outline legal consequences for failure to prevent unauthorized access. Privacy protection means implementing storage, access and disposal strategies that help you fulfill these obligations at all times.

How and where you store your information plays a big part in privacy protection. Documents, files and backup tapes should be stored in secure areas. Cabinets, file rooms, and self storage facilities fail to provide comprehensive security necessary for privacy protection.

An offsite facility with controlled access and security prevention systems is ideal for preventing theft. Commercial records centers feature barcode tracking integrated with inventory management technology, which enables access levels to be customized to the individuals within your company and continuously monitored for added information security.

How you choose to dispose of your information also makes a difference to privacy protection. No-longer-needed paper records should be shredded in an efficient and confidential manner. A professional shredding and destruction service ensures that sensitive files are disposed of in a timely manner and with strict security and chain of custody protocols. A Certificate of Destruction is issued for proof of your adherence to privacy protection laws.

In today's world, where identity theft and corporate fraud is a constant threat, having a privacy protection plan in place for your business is essential.

Quick Tips: Organizing

When serving condiments at a picnic or potluck, instead of placing lots of big, bulky bottles on the table, use a muffin tin. Fill each compartment with a different topping—ketchup, mustard, mayo, relish, hot sauce—and place a spoon in it. This makes for quick and easy access, which is especially helpful when you are serving a crowd or have lots of kids in your group.

Thoughts from Pat

In your hands, or on your computer, is the inaugural issue of the DeVries newsletter.

This was a project long in discussion and we feel that now is the time to increase our communication and share what we know. In the world of Records Management, we wear many hats but the overriding theme is to protect the material entrusted to our care. We will highlight this work, comment on it and provide meaningful information and suggestions for you to assist yourself or the organization you work for. We expect to issue this on a monthly basis and promise to not waste your time.

It is very compelling to think we have a lot to say and everyone wants to hear it. The reality is we need to provide content that is relevant and can have a positive impact to your day, your job, or your family. Yes, we provide a necessary and relevant service and much of this work has taught us the ins and outs of data protection. We want to share some of that with you.

Our newsletter has a monthly recipe, selected and provided by Ashley Shasky, one of our account managers. We will have some light humor, spotlights on our staff, and some stories around some of our various projects, pictures or video included.

Our company is involved in the community and we want to talk about that too. If it's the great work of Crime Stoppers, Vanessa Behan Crisis Nursery, or other area nonprofit, we want to share. You can easily opt out of the newsletter, but we hope you forward it to others.

Lastly, your comments about this and future issues are readily welcome. You can reach me directly at patrick@devriesinc.com

Thank you.



Have A Question For Us?

We love to hear from all our good friends and clients who enjoy reading our monthly newsletter. If you have a question related to off-site document storage, shredding, media vaulting, or document imaging, please feel free to give us a call or send us an email:

(866) 433-4691

CustomerService@Devriesinc.com

THREE MONTHS FREE STORAGE!

Sign up for a new hard copy account in *April* and get 3 months of storage FREE with mention of this coupon! Email MattD@devriesinc.com for more information.

Taming All Those Scarves

Scarves are great fashion accessories, but they can be difficult to store without turning into a jumbled mess in a drawer. There are a few ways to make storing all your scarves easier, while still being able to see them all at once.

One of the easiest ways to organize your scarves is to simply hang a towel bar on your wall. You can then create a loop in each scarf by doubling it and hanging it over the bar. Tuck the ends into the loop, and secure by pulling down on the ends. You can add a large number of scarves to a standard towel bar. If you need more space, just add another bar or two below the first one.

If you'd like to keep your scarves out of sight, you can easily store them in your closet. Take a sturdy wooden hanger and thread several shower curtain rings onto the cross bar of the hanger. Then slip each scarf through the ring. The hanger can hold many scarves and you can see them all at once by simply removing the hanger from your closet. If you need more room, just rig up an additional hanger.

Finally, if you'd rather keep all your scarves in your drawers, it is better to roll them than to fold them. If you fold and stack them, you cannot get to the bottom scarves without disturbing those above. By rolling them and placing them side by side in a drawer, you maximize your storage space and can see your entire scarf collection at once.

Trivia Quiz: Fairy Tales

1. In the classic tale of Beauty and the Beast, what ultimately happened to Beauty's two wicked sisters?
2. In Jack and the Beanstalk, what type of musical instrument did Jack steal from the giant?
3. In the Brothers Grimm tale, what was the name of the evil woman who imprisoned Rapunzel in the tower?
4. In Hansel and Gretel, what did the children's father do for a living?
5. How many mattresses did the princess sleep on in The Princess and the Pea?
6. In Snow White and the 7 Dwarfs, what type of ore did the dwarfs mine?
7. In The Emperor's New Clothes, who told the emperor that he wasn't wearing any clothes?
8. Which character said, "I'll huff and I'll puff and I'll blow your house down"?
9. In the tale of Three Billy Goats Gruff, who lives under the bridge?
10. The Pied Piper was hired by the village of Hamelin to get rid of what?

Answers: 1. They were transformed into living statues and set before the palace gate. 2. A magical harp. 3. Dame Gothel. 4. He was a wood cutter. 5. 20. 6. Gold. 7. A child in the town square. 8. The wolf in The Three Little Pigs. 9. A troll. 10. Rats.

April Holidays and Events

- 1 April Fools Day
- 1 National Fun at Work Day
- 1-7 Laugh at Work Week
- 2 International Children's Book Day
- 2 World Autism Awareness Day
- 4 International Pillow Fight Day
- 4 National Love Our Children Day
- 5-11 Bat Appreciation Week
- 5-11 National Window Safety Week
- 6 Tartan Day
- 7 International Snailpapers Day
- 7 World Health Day
- 8 National Dog Fighting Awareness Day
- 9 National Alcohol Screening Day
- 10 National Siblings Day
- 12 International Day of Human Space Flight
- 12-18 National Library Week
- 12-18 Pan American Week
- 13-18 International Dark Sky Week
- 14 National Library Workers Day
- 14 Pan-American Day
- 15 Income Tax Day
- 16 Celebrate Teen Literature Day
- 17 Ellis Island Family History Day
- 17 National Haiku Poetry Day
- 18 International Amateur Radio Day
- 18-24 Cleaning for a Reason Week
- 18-25 Money Smart Week
- 18-26 National Park Week
- 19 National Hanging Out Day
- 19-25 Administrative Professionals Week
- 19-25 Sky Awareness Week
- 20-24 National Playground Safety Week
- 20-26 Spring Astronomy Week
- 21 Kindergarten Day
- 21 National Bulldogs Are Beautiful Day
- 22 Administrative Professionals Day
- 22 Earth Day
- 23 Take our Daughters and Sons to Work Day
- 23 World Book and Copyright Day
- 23 World Book Night
- 24 National Arbor Day
- 25 Spring Astronomy Day
- 25 World Healing Day
- 25 World Malaria Day
- 25 World Penguin Day
- 25 World Tai Chi and Qigong Day
- 25 World Veterinary Day
- 26 Richter Scale Day
- 28 Workers Memorial Day
- 30 International Jazz Day

Make Your Diet Program More Successful with Increased Fiber



A recent study released by researchers at the University of Massachusetts has shown that a diet program that emphasizes eating more fiber-rich foods is more successful than one that restricts dieters from eating certain foods. Subjects in the study were asked to increase their fiber intake by at least 30 grams a day. This was compared to a diet designed by the American Heart Association. While this diet also had an increase in fiber, it had another 12 changes to the diet, including restricting calories, reducing sugar and salt, eliminating alcohol, and keeping fat, carbohydrate, protein and cholesterol levels at specific ratios.

After a year, the researchers found that both groups had lost about the same number of pounds. Since the simple high-fiber diet was easier to follow, researchers believe that it can have a greater success rate with more participant satisfaction. While the increase in fiber helped both classes of participants feel fuller during the day, the less restrictive diet resulted in happier dieters overall.

Quick Tips: Healthy Living

A new study suggests that athlete who consume several sports drinks a day could be facing dental problems. These drinks, especially in combination with a high-carbohydrate diet, can introduce too much sugar and acid into the mouth. In addition, when training, any dehydration can lead to a reduced production of saliva, which helps protect teeth from decay. To help prevent this, drink more water when exercising and be sure to brush your teeth after consumption of these drinks.

Do You Want To Win A \$25 Starbucks Gift Card?



Each month we'll give you a new challenge of some type. All those who reply with a correct answer are eligible to win. At the end of the month we'll draw a lucky name.

Here is this month's challenge:

What did the pony say when it had a sore throat?

Email your answer to MattD@devriesinc.com

By the Numbers: Ballparks

- Dodger Stadium in Los Angeles has the largest capacity of any MLB park, holding 56,000 fans.
- Coors Field in Denver is the highest baseball stadium in the country measuring in at 5,211 feet above sea level. The low air density at this elevation can result in balls traveling farther than in other parks.
- The L.A. Dodgers had the highest attendance of all MLB stadiums in 2014. A total of 3,782,337 fans attended games last year.
- By contrast, 1,446,464 fans attended Tampa Bay Rays games in 2014.

Quick Tips: Green Living

It can make a big difference when you bring your own cloth bags to the grocery store. If you shop just once a week, in three years you will have kept about 500 plastic grocery bags out of landfills. By using fewer bags, you will also help cut energy use when the bags are manufactured. Even better, some grocery stores offer discounts when you use your own bags. This means that your bag will pay for itself in no time.



"I keep our secure files in a coffee can buried behind the office. You can't hack into *that* with a computer!"

APRIL SPECIAL: THREE MONTHS FREE SHREDDING

Sign up for a new Secure Destruction account in *April* and get 3 months of FREE shredding with mention of this coupon! Email MattD@devriesinc.com for more information.

BINTips

is a free monthly newsletter
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What's Inside This Month?

Thoughts From Pat

What Privacy Protection Means for Your Business

Make Your Diet Program More Successful

Want To Win a \$25 Starbucks Gift Card?

Shasky's Recipe of the Month

April OFFERS!

Shasky's Recipe of the Month: Pork Chops with Apples and Garlic Smashed Potatoes



Jim and Ashley—"the Shasky's"—are on our sales team. They're also great cooks. Each month, if we're not otherwise working them too hard, they'll grace us with one of their awesome recipes.

Ingredients

- 1 pound small fingerling potatoes
- 2 cloves garlic
- Kosher salt
- 4 1/2 -inch-thick boneless pork loin chops (5 ounces each)
- 2 teaspoons chopped fresh sage
- Freshly ground pepper
- 1 tablespoon extra-virgin olive oil
- 1 large red onion, cut into 1/2-inch wedges
- 2 Granny Smith apples, cut into 1/2-inch pieces
- 3/4 cup apple cider
- 1/4 cup buttermilk

Directions

Put the potatoes and garlic in a saucepan, cover with cold water and season with salt. Cover and bring to a boil, then

uncover and continue cooking until tender, about 15 minutes. Cover and set aside.

Meanwhile, rub both sides of the pork chops with the sage, and salt and pepper to taste. Heat a large cast-iron skillet over high heat, then add 1 teaspoon olive oil and sear the chops until golden on both sides, about 5 minutes total. Transfer to a plate. Wipe out the skillet and add the remaining 2 teaspoons olive oil. Add the onion and apples and cook over medium-high heat until lightly browned, about 5 minutes. Season with salt and pepper and stir in the cider.

Return the chops to the skillet. Cover and cook, turning once, until just cooked through, 4 to 5 minutes. Drain the potatoes, reserving 1/4 cup liquid. Return the potatoes to the pan; add the buttermilk and mash, adding cooking liquid as needed. Season with salt and pepper. Serve with the pork chops, onion and apples. Drizzle with the pan juices.

