



ASSOCIATION OF CONTINUITY PROFESSIONALS

Central Arizona Chapter Meeting Minutes

April 1, 2021 9:00 AM – Zoom Meeting

AGENDA	ATTENDEES
<ol style="list-style-type: none"> 1. Call to Order.....President 2. Local Sponsors.....President 3. Welcome/Announcements.....President 4. Program..... Speaker 5. Wrap Up Board 6. Meeting Close Board 	<p>BOARD MEMBERS: President - Steve Westwood Treasurer - Susan Czarnowski Secretary - John Padilla Membership Director - OPEN Program Director - Liz Brainard Web Director - Monique Hafler Public Relations Director - Magaly Mancillas Past President - Ed Simko</p> <p>Not Present: President Elect - Joanne Storbeck Information Director - Grainne Mitchell</p> <p>NEXT MEETING: June 3, 2021</p>

	AGENDA ITEM	DISCUSSION THREADS
1	Call to Order	Chapter President Steve Westwood called the April Chapter Meeting to order at 9:00 am.
2	Local Sponsors	<ul style="list-style-type: none"> MHA Consulting BC in the Cloud
3	Welcome/ Announcements	<p>Chapter President Steve Westwood thanked Vanessa Mathews, Founder and Chief Resilience Officer for Asfalis Advisors and Julia Halsne, Manager of Business Continuity for the East Bay Municipal Utility District for speaking to the chapter today. He welcomed new chapter members Eric Cox and Amanda Vasquez. He also welcomed the following guests to the meeting: Essen Otu and Matt Knox from SRP, Jennifer Hamilton from ASU, Maddi Wisler from Amazon, and Jayne Garrett from the Department of Defense. He recognized Kirtida Amin for receiving her CBCP in January 2021.</p> <p>He reminded the group that Central Arizona Chapter information is available at the following locations: ACP website, www.az-acp-international.com National ACP website, www.acp-international.com LinkedIn, Arizona ACP Chapter Group and the newsletter.</p> <p>Meeting Attendance: Guests 9 / Chapter Members 12 / Other Chapter Members 1 / Total 22</p>



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	<p><u>Job Opportunities:</u> Posted to the Central Arizona Chapter website</p> <p><u>Other Announcements:</u> None</p> <p><u>Business Updates:</u> None</p> <p><u>Board Reports</u></p> <ul style="list-style-type: none"> • <i>President: Steve Westwood</i> <ul style="list-style-type: none"> ➤ No report • <i>President-Elect: Joanne Storbeck</i> <ul style="list-style-type: none"> ○ Not present, no report • <i>Treasurer: Susan Czarnowski</i> <ul style="list-style-type: none"> ➤ No report • <i>Secretary: John Padilla</i> <ul style="list-style-type: none"> ➤ No report • <i>Membership Director: Joanne Strobeck (Acting)</i> <ul style="list-style-type: none"> ➤ No report • <i>Program Director: Liz Brainard</i> <ul style="list-style-type: none"> ➤ The June Chapter Meeting will be the member appreciation meeting and Michael Herrera from MHA Consulting will be conducting a tabletop exercise for the group. The date and time will be determined. Liz invites all chapter members to attend. • <i>Information Director: Grainne Mitchell (Liz Brainard – Acting)</i> <ul style="list-style-type: none"> ➤ No report. • <i>Web Director: Monique Hafler</i> <ul style="list-style-type: none"> ➤ No report • <i>Public Relations Director: Magaly Mancillas</i> <ul style="list-style-type: none"> ○ No report • <i>Past President: Ed Simko</i> <ul style="list-style-type: none"> ○ No report.



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4	<p>Speaker: Vanessa Mathews</p> <p>Presentation Title: Diversity in a Business Continuity Program.</p>	<p>Presentation Title - Diversity in a Business Continuity Program.</p> <p>Summary</p> <p>Vanessa Mathews is the Founder and Chief Resilience Officer for Asfalıs Advisors a business resilience, crisis management, business continuity, and risk mitigation company. Vanessa has been on the front lines of the crisis management and business resilience profession throughout her career. She is the first female in the state of Georgia to graduate with a degree in Homeland Security and Emergency Management, she has worked with a Tier 1 intelligence agency, Fortune 500 companies, and has received local, national, and international recognition for her work to restore business and community resilience. As the Founder and Chief Resilience Officer of Asfalıs Advisors and the co-owner and host of the Business Resilience DECODED podcast, she is not only unmatched in experience and knowledge but has a unique ability to translate complex topics with personal anecdotes. Vanessa’s breadth of experience working in the industry and speaking to the concerns of risk mitigation, crisis preparedness and supply chain resilience have awarded her many honors including “50 Most Influential Women in Mecklenburg County” (Times Magazine 2020), and “Best Female Owned & Operated Influential Businesswoman” (Acquisition International Global 2018).</p> <p>Vanessa discussed attracting diverse people into Business Continuity with the chapter. She recommended actively recruiting diversity into your organization and showing how you promote diversity and inclusion. Currently 84% of the emergency management field are white males with 5 – 10 years of experience in a project management role. She talked about including people without alienating them. Building relationship equity by taking into consideration different backgrounds. She asked what we were doing to understand others culture? She also discussed cultural sensitivity training and having a safe space for conversations. Lastly she spoke about most places not focusing on leadership development for their diverse employees, Her contact information is: vmathews@asfalısadvisors.com (m) 404-721-5070</p>
	<p>Speaker: Julia Halsne</p> <p>Presentation Title: Plans? We Don’t Need Plans! - Learn how one agency implemented their plan and went off the map in response to COVID19</p>	<p>Presentation Title - Plans? We Don’t Need Plans! - Learn how one agency implemented their plan and went off the map in response to COVID19</p> <p>Summary</p> <p>Julia Halsne is the Manager of Business Continuity for the East Bay Municipal Utility District (EBMUD). Julia has over 33 years of combined experience in the environmental, water, and wastewater industry. She is responsible for the EBMUD’s Business Continuity Program. Julia oversees 23 separate business continuity plans and the enterprise wide program plan. Julia developed the first business impact analysis and risk assessment, as well as the district’s hazard specific response plans, Crisis Communication Plan, and several other key documents that support the program. She is responsible for monitoring annual exercise plans for the business continuity plans, bi-annual updates to the plans, facilitates district-wide and Emergency Operations Team exercises, administers the exercise after action report tracking program, conducts training, provides oversight and administration of the Floor Warden Program, and facilitates implementation of the mitigation measures for critical functions. She reports to the Senior Management Team and the Board of Directors regarding the status of the various programs and district readiness.</p> <p>Julia presented a concise overview of the Business Continuity Program at EBMUD in the eastern region of the San Francisco Bay Area. EBMUD’s Emergency Management and Business Continuity Programs conduct 48 exercises a year using the Homeland Security Exercise Evaluation Program. Their business continuity plans are reviewed every two years and their emergency operations plans every five years. She discussed their key initiatives which included a district-wide approach to</p>



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		recovery, alternative work locations, and emergency communication systems. EBMUD has also developed an awareness program that provides onboarding for new employees, personal response information, a load program to buy preparedness supplies, and created scenario flashcards to be used at staff meeting. The cards contain the scenario and a set of questions. Some of EMBUD's recent successes include a succession plan for their Board of Directors and alternate work locations for essential functions. In response to the COVID-19 Pandemic EBMUD created a communicable disease response plan along with a safe return to work plan. They created a COVID-19 hotline and coordinated with a local distillery to create hand-sanitizer.
4	Wrap Up	Steve Westwood encouraged all chapter members to attend the next chapter meeting and invite guests to attend as well. Next Chapter Meeting Date: June 3, 2021 Location: Desert Willow Conference Center Topic: Member appreciation and tabletop exercise Speaker: Michael Herrera, MHA Consulting
5	Meeting Close	Meeting adjourned at 10:50 am.
6	Action Items	None

Arizona ACP Website: www.az.acp-international.com