



ASSOCIATION OF CONTINUITY PROFESSIONALS

## Central Arizona Chapter Meeting Minutes

### February 4, 2021 9:00 AM – Zoom Meeting

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

AGENDA ITEM	DISCUSSION THREADS
1	Call to Order Chapter President Steve Westwood called the meeting to order at 9:01 am.
2	Local Sponsors <ul style="list-style-type: none"> <li>MHA Consulting</li> <li>BC in the Cloud</li> </ul>
2	<p>Welcome/ Announcements</p> <p>Thanks to James Knox for speaking today. This is the first virtual meeting that we have had members from other ACP chapters attend. Welcome Karen Lowham from the San Francisco ACP Chapter. Karen is working on getting Central Arizona Chapter members invited to attend the San Francisco Bay Area Chapter meeting in March.</p> <p>Reminder that Central Arizona Chapter information is available at the following locations:            ACP website, <a href="http://www.az-acp-international.com">www.az-acp-international.com</a>            National ACP website, <a href="http://www.acp-international.com">www.acp-international.com</a>            LinkedIn, Arizona <a href="#">ACP Chapter Group</a>            and the newsletter.</p> <p>Meeting Attendance:    Guests <b>2</b> / Chapter Members <b>21</b> / Other Chapter Members <b>1</b> / Total <b>24</b></p>



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	<p><b>Job Opportunities:</b> Posted to the Central Arizona Chapter website.</p> <p><b>Other Announcements:</b> None</p> <p><b>Business Updates:</b> None</p> <p><b>Board Reports</b></p> <ul style="list-style-type: none"> <li>• <i>President: Steve Westwood</i> <ul style="list-style-type: none"> <li>➤ Check processing at ACP National has been delayed. The Frisco Texas ACP Chapter has joined their local Chamber of Commerce and they present at the Chamber of Commerce meetings. Joanne Storbeck attends the National Chamber of Commerce meetings. Reminder that members can reach out to for opportunities to participate in exercises and response preparedness.</li> </ul> </li> <li>• <i>President-Elect: Joanne Storbeck</i> <ul style="list-style-type: none"> <li>➤ Advised the members that if they have not been receiving chapter emails that their membership may have lapsed. She suggested contacting ACP National to check your email address.</li> </ul> </li> <li>• <i>Treasurer: Susan Czarnowski</i> <ul style="list-style-type: none"> <li>➤ No new information.</li> </ul> </li> <li>• <i>Secretary: John Padilla</i> <ul style="list-style-type: none"> <li>➤ Salt River Project is participating in the Department of Energy’s annual nationwide exercise GridEx VI. He offered the chapter the opportunity to participate as an observer or be part of the exercise planning team. He also offered the chapter the opportunity to observe the SRP Closed Point of Dispensing (POD) development in preparation to provide COVID-19 vaccinations.</li> </ul> </li> <li>• <i>Membership Director: OPEN</i> <ul style="list-style-type: none"> <li>➤ No report</li> </ul> </li> <li>• <i>Program Director: Liz Brainard</i> <ul style="list-style-type: none"> <li>➤ The chapter meetings will be every other month this year. The Central Arizona Chapter is partnering with other chapters attend their meetings. The April 4<sup>th</sup> chapter meeting will be focused on diversity and how that leads to a more resilient program. The next meeting will be in June and will be the membership appreciation luncheon the board is planning for that to be an in-person meeting. If you have a topic you are interested in, or would like to present, let Liz know. The membership has lots of value to contribute to the chapter. Chapter meeting information is sent to the active members as an announcement and a reminder. The information is also posted on the chapter website. Liz encouraged everyone in a grace status to renew their memberships.</li> </ul> </li> <li>• <i>Information Director: Grainne Mitchell</i> <ul style="list-style-type: none"> <li>➤ Not present, no report.</li> </ul> </li> </ul>



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		<ul style="list-style-type: none"> <li>• <i>Web Director: Monique Hafler</i> <ul style="list-style-type: none"> <li>➤ FEMA’s Emergency Management Institute is offering a virtual Tabletop Exercise. Central Arizona Project has participated in the past and Monique has more information for anyone who is interested. Job openings are posted to the chapter website under the resources tab.</li> </ul> </li> <li>• <i>Public Relations Director: Magaly Mancillas</i> <ul style="list-style-type: none"> <li>➤ No new information.</li> </ul> </li> <li>• <i>Past President: Ed Simko</i> <ul style="list-style-type: none"> <li>➤ No report.</li> </ul> </li> </ul>
3	<p><b>SPEAKERS:</b> James Knox</p> <p><b>Resiliency Begins with the Culture of your People. Don’t start your program tripping over the first step.</b></p>	<p>Topic Overview: Has your program considered the details of workforce availability, or has it assumed the workforce is available? This presentation will take a look at what you can do for workplace resiliency and ensure your program is not tripping over the first step!</p> <p>Summary – James wanted the chapter to know why should we care about Workforce Planning and Culture. He began by discussing workforce realities, how they are our most important tangible asset and are often not carefully planned, measured, or optimized creating a lack of awareness of current and future gaps. Discussed barriers &amp; risks to workforce planning such as: timing, data, control, detail, forecasting, and mapping. Explained that employees are unprepared for a disaster because they don’t think that it will happen to them, they have limited resources, and it is not important today. He wrapped the presentation up by stating that response, resiliency and recovery requires your Workforce. Planning barriers are manageable although they sometimes require minimal investment. Planning strengthens culture and organizational resilience. Organizations have a corporate responsibility to promote personal preparedness and resiliency requires action today to avoid reaction tomorrow.</p>
4	Wrap Up	<p>Next Chapter Meeting</p> <p>Date: April 4, 2021</p> <p>Location: Zoom call</p> <p>Topic: Diversity</p> <p>Speaker: TBD</p>
5	Meeting Close	Meeting adjourned at 10:30 am.
6	Action Items	None

Arizona ACP Website: [www.az.acp-international.com](http://www.az.acp-international.com)