



# North Texas

## ACP

**THE ASSOCIATION OF CONTINGENCY PLANNERS**  
**MISSION**  
 To provide a powerful network for the advancement of the industry and the development of our business continuity professionals.



### President's Comments

Hopefully fall will be in the air soon and our

temperatures will drop. I am writing this article wearing shorts and flip flops and I'm ready for sweater weather! By the time you read this, we will have held the National Business Continuity Summit and Leadership Conference in Westlake, Texas. Right in our own backyard and two full days of Continuing Education Credits. I'm sure the air conditioning will be on full blast there! Hopefully we were prepared and brought that sweater with us.

Can you believe we are in the fourth quarter of the year? October is almost gone and Thanksgiving will be soon upon us. How many of you have started preparing for the new year, cleaning out those closets to make charitable donations, filling your receipts, making donations into your Roth savings? There are lots of activities to do before year end. We have completed the first of the chapter's year end tasks and have elected your Chapter Leadership Board for 2016. These are a wonderful bunch of people with lots of new ideas

and enthusiasm. Embrace each of them into your hearts as you have embraced me.

The other item for end of year planning is the Holiday Party. We have two party planners this year, David Schwartz and Laura Erickson. Give them your ideas and suggestions. As usual it will be a blast! We will start taking reservations mid-November and will limit it to the first 65 people

who sign up. I know it will be awesome! Remember it is the first Tuesday of the Month, Dec 1<sup>st</sup> and location is still TBD, but clear your calendar now. ☺

Speaking of change, somewhere in the newsletter we discuss the open Leadership team position, go talk to Mark Armour if you're interested. Congratulations to the new Leadership team, good bye to those of you not returning.

Our program for November also looks to be quite interesting and once again at the Boy Scouts location. I hope to see all of you there.

Happy Halloween!

*Susan*

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## NORTH TEXAS ACP CHAPTER MEETINGS

Meetings are held the first Tuesday of every month from 12:00 noon to 2:30 pm. The location varies, so check the Chapter Newsletter or Web Site for location information.

### Next Meeting

**Date**----- Tuesday, November 3, 2015

**Time**----- 12:00 noon

**Location**----- Boy Scouts of America  
1325 W. Walnut Hill Lane  
Irving, TX 75038

[Link to Map](#)

**Food** ----- Is available onsite for purchase

**Info**----- Park in the back or north side of the building and use that entrance.

*The guard at the front entrance is not familiar with NTACP and will not be able to direct you to the meeting location.*

### Meeting Agenda

<u>Topic</u>	<u>Speaker</u>
Welcome .....	Susan Guinn
Upcoming Events .....	Wendy Nelson
Career Corner: Business Continuity in the Age of Automation .....	Greg Holdburg
Program: BCM Maturity Model by RSA .....	Patrick Potter
Educational Opportunities .....	Greg Holdburg

### Meeting Schedule and Locations

*Schedule and location are subject to change!*

November 3 .....	Boy Scouts of America
December 1 .....	Holiday Luncheon
	TBA

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# Chapter Recognitions

Join us in offering a big Texas  
welcome to our new chapter  
members:

*Dawn Fitch*

*Shane Matthew*

*Rebecca White*



**THANK YOU! THANK YOU!**

**A huge Texas thank you goes out to the 2015 North Texas ACP Election Committee.** *The committee members this year were Nikki Gill, Mirella Coleman, Jesse Vu and Jim Kinsman. This team worked countless hours coming up with the right people for our chapter leadership and getting the election up and running. Thank you for your dedication and support of our chapter.*

*Don't forget: there is an open position that can still be filled by you: Director of Programs.*



## North Texas ACP Meeting Highlights

### September, 2015

By Martin Gonzalez

The September meeting brought us a very dynamic speaker Anne Barab. Mrs. Barab has been speaking for 18 years and she wowed us with her knowledge. Her personality was infectious and her wit kept you engaged. The skills she shared were those that can be used in one's work life or your personal life. Her presentation was about learning to be a good communicator, learning communications styles, structuring your thoughts, adapt to the listener, have a down so you can have an up, and to tell a story is her guide for success. It was interactive as well! It was a pleasure having Mrs. Barab present to us and inject us with motivational strategies. I believe that everyone left smarter, more inspired, and with a smile on our faces. I would encourage folks to visit her website to find out more about her: [www.AnneBarab.com](http://www.AnneBarab.com).

### October, 2015

By Tim Prewitt

Susan Guinn called the meeting to order on time and welcomed attendees. There were two guests: Shena Johnson and Robert Ozark from DFW Airport. Shena said she intended to join this month. The officer reports: Tim Prewitt reported 122 current members. Wendy Nelson asked the group for suggestions for November program, and a Cyber Security Table Top round table was the consensus. Greg Holdburg provided an education update: Spring World upcoming March 13-16, 2016, DRJ Webinar on Cyber Attacks scheduled for October 28, 2015, Continuity Insights coming up April 18-20, 2016. In addition, Susan Guinn mentioned handouts provided by Fred Sebren about opportunities at the Disaster Training Academy sponsored by Baylor Scott & White Health. Mark Weidner provided the Treasurer report: \$1,800 in checking and \$14,800 in savings. For old business Susan Guinn reminded the group about the upcoming ACP Leadership Conference October 23-25, 2015. Jim Kinsman provided the 2016 election results: 46 of 93 members voted, next year's Officers are President - Mark Armour, Director of Information is still open, Director of Membership – Tim Prewitt, Director of Programs is still open, Director of Education – Jim Kinsman, Treasurer – Mark Weidner, Secretary – Wendy Nelson, Webmaster to be appointed by Mark Armour. Susan Guinn mentioned the National elections coming up October 23<sup>rd</sup> and she hopes to be one of eight candidates running for four open positions. For new business Susan Guinn mentioned the Holiday party coming on December 1<sup>st</sup> and asked for helpers to plan; David Schwartz and Laura Erikson volunteered to help. Susan Guinn also asked the entire group to be coming up with trinkets and trash to be donated for gifts at the party. Mark Armour led the group in a Crisis Management/Communication open discussion. Discussion included: CEO perspective, NIMS and ICS frameworks, roles and responsibilities of CMT members, separation between Incident Management, Threat Management and Emergency Response from Crisis Management Team, importance of timely and crafted communications. Under the Inspired Member Feedback: Steve O'Neal mentioned a new communication network coming, FirstNet, and the Texas A&M Bush School doing a Homeland Security study and conducting anonymous interviews with willing subject matter experts. Meeting was adjourned on time.

## Welcome To Career Corner

This column is devoted to our members from the perspective of the employee. We focus on:

- Your job classification:
  - Unemployed / in Pre-Employment
  - Under employed
  - Miserably employed
  - Gainfully and happily employed
- Jobs, which companies are hiring and how you can land the opportunity of a lifetime
- Career Development/ Empowerment
- Do's and Don'ts of Social Networking in a job search
- How broad you can go in your search to obtain an opportunity
- What internal HR is looking for
- How to effectively use head hunters
- How to assist the community and be recognized as a leader

*Please send any ideas or suggestions for topics to be included in the Career Corner to Greg Holdburg.*



### The 17 Fastest Ways to Get Ahead in Your Career

By Maggie Zhang

Most people want to become successful as quickly as possible. The problem is, many don't know how to go about doing it.

In a Quora thread titled, "[How Can I Accelerate My Personal Growth?](#)" users discussed how they get ahead in their working lives.

Here are 17 of the most practical pieces of career advice we found.

**1. Determine what you have to offer.** As Abraham Lincoln says, "Whatever you are, be a good one." Before thinking about how to get ahead, figure out if the direction you are going in places you in the best position to use your natural skills and contribute to those around you.

If you're not certain yet, don't be afraid to experiment. It takes most people a few tries to figure out what they're good at. —Daniel Vlcek

**2. Be selective in your pursuits.** Don't waste time doing menial tasks that don't contribute much to your larger goal.

Pick something that has greater impact, more responsibility, and a steeper learning curve. By doing this, you can feel certain you are always using your time in an effective way. — Satpal Parmar

**3. Work at a startup, at least once.** At startups, you can have a huge impact in a small company, and play multiple different roles at once. Building something from the ground up will give you experience you can't get from anything else. Your position will also accelerate faster, whether you move to another company or rise in your current company. You'll also meet brilliant people who are probably smarter than you. — Lauren Holliday

**4. Choose anxiety-driven growth over boredom-driven growth.** When your challenges exceed your skills, you feel anxiety. But when your skills exceed your challenges, you feel boredom. In order to stretch ourselves outside of our comfort zone, we need to seek challenges that are beyond us, even if we don't have the skills to meet them yet. —[Jim Stone](#)

**5. Use the "Buffett Formula."** Warren Buffett says, "I just sit in my office and read all day." He estimates that he spends 80% of his work day reading and thinking. This will help you become a learning machine. —Shane Parrish

**6. Approach someone who is a master at what you want to do.** Take them out on a coffee date and learn as much as you can about the decisions they made. If you can, try to get them to become your mentor. This will help you deliberately practice the skills you want to learn, with someone who can give you clear, honest feedback, and who can speak from their own experience. —Shane Parrish

**7. Establish a goal to eventually become the master in your field.** Do whatever it takes, whether through attending conferences, reading books, or taking classes to learn as much as you can on your chosen subject. Even if you don't end up being the number-one person in your field, it gives you a great direction to strive toward. —Daniel Vlcek

**8. Give yourself plenty of opportunities to fail.** "You want to be in a position where success is not guaranteed." Definite success initially feels good, but it doesn't help you grow. As Woody Allen says, "If you're not failing every now and again, it's a sign you're not doing anything very innovative."

When you fail, make sure you fail forward. Learn from what you do, so you can draw from your past experiences in future situations. —Auren Hoffman

**9. Create more time.** Instead of feeling overwhelmed, or complaining that you don't have enough time to accomplish your goals, realize that you can always *make* more time. Sit down and determine what tasks are important to you and what are trivial. Get rid of the trivial tasks by delegating, automating, or outsourcing them. —Satpal Parmar

**10. Maximize your productivity on assignments.** One way to do this is to always work in locations where you have control over your environment. You need to make sure you can have complete focus wherever you are. If you can't remove a distraction, then remove yourself.

You should also reduce "context switching." When you're working on an important assignment, avoid multitasking. Focus on one task for long hours at a time, if possible, to maximize skill efficiency. —Satpal Parmar

**11. Make time for active reflection.** Every morning or evening, ask yourself two questions. What was the most important thing you did today? What is the most important thing you have to do tomorrow? This quick, 10-minute habit will ensure you will grow every day. —Daniel Vlcek

**12. Surround yourself with the right people.** Many people say you're the average of the five people you spend the most time with. Without a strong social circle, you might be slowing yourself down from personal growth.

You need to be around those who are driven, optimistic, and supportive. And if you're not around people who challenge you, or who you feel are smarter than you, then you probably should move on to a new environment. —Bud Hennekes

**13. Never stop creating.** Make sure that you have a lot of output, whether it's through projects or articles written. When you have something to show for the time you've put in, you can accumulate a portfolio and impress future employers. —Tad Donaghe

**14. Volunteer from time to time.** Although this doesn't seem like direct career advice, it is a great opportunity to gain leadership experience or learn more about a new perspective. You'll also be able to meet people and make friends without the typical networking environment. If you feel like you don't have time, the key is to volunteer for short-term, high return events — you can dedicate one weekend and gain skills you can use for years to come. —Lauren Holliday

**15. Never stay still.** Most people hit a plateau early in their careers, because they aren't sure what to do next, or how to

get to where they want to be. "The best way to grow is through action." Ask yourself what you can do to get closer to your goals, and then set priorities to do them. —Daniel Vlcek

**16. Ask better questions.** Most people ask questions that are too broad or have too wide of a scope. You need to be specific and interrogate what is going on in your own life. Don't ask yourself "How can I get ahead in my career?" Identify your weaknesses, remind yourself where you are deficient, and then ask "How can I fix this?" You won't get meaningful answers if you don't ask meaningful questions. —Evan DeFilippis

**17. Don't always look for the fast route.** Even if you do want to get ahead in your career quickly, "you cannot turn the oven up to 450 degrees to bake a cake faster." Never stop moving in the direction where you want to be going, and be patient. —Elle D'amore

#### Reference

Zhang, Maggie. The 17 Fastest Ways to Get Ahead in Your Career. Retrieved September 8, 2015 from the World Wide Web:  
<http://www.businessinsider.com/fast-ways-to-get-ahead-in-your-career-2014-7>

## Did You Know?

Every year during our annual Holiday Party we ask our members to help us out by bringing marketing materials donated by their company? They can be items like coffee mugs, water bottles, pens, markers, anything your company can put their logo on and is willing to give to us! Our party planners this year are [Laura Erickson](#) (469-220-8129) and [David Schwartz](#). We are a very large group and are expecting between 60 and 65 people for the luncheon. If you have 35 of one thing and 30 of another, we would be forever appreciative. If your company can donate gift certificates or gift cards we will use them as door prizes. Start treasure hunting now because Laura and David are collecting!

#### ***Thank you to our outgoing 2015 officers:***

*President – Susan Guinn  
Secretary – Martin Gonzalez  
Director of Education – Greg Holdburg  
Past President – Mike Carver*

*This Leadership team has been fantastic to work with and always willing to lend a helping hand to one another. Thank you so much for your willingness to serve our organization and community!*

**More Did You Know?**

There is an open position on the board of the North Texas ACP Chapter? The position is a great way to enter the leadership team. The open position is Director of Programs. This position will allow you to book speakers and field trips, and introduce wonderful people to our group. Qualifications include an outgoing personality, positive outlook and willingness to partner with the Leadership team. The Leadership team will assist you in finding good topics and speakers. This open position will be appointed by the President since there were no candidates in the election. Help our new President, [Mark Armour](#), out and join the team.



**Congratulations to the 2016 officers of your North Texas ACP Chapter:**  
President.....Mark Armour  
Treasurer .....Mark Weidner  
Secretary ..... Wendy Nelson  
Director of Information ..... Phyllis MacLachlan  
Director of Membership..... Tim Prewitt  
Director of Programs ..... OPEN  
Director of Education ..... Jim Kinsman

**Important Links**

[Association of Contingency Planners](#)

[Association of Contingency Planners, North Texas Chapter Web Site](#)



Association of Contingency Planners  
North Texas Chapter  
<http://northtx.acp-international.com/>