



ASSOCIATION OF CONTINUITY PROFESSIONALS

Central Arizona Chapter Meeting Minutes

February 6, 2020 9:00AM- 11:00AM

AGENDA	ATTENDEES
<ol style="list-style-type: none"> 1. Call to Order.....President 2. Welcome/Announcements.....President 3. ProgramSpeaker 4. Wrap Up Board 5. Meeting ClosePresident 	<p>BOARD MEMBERS:</p> <p>President* – Ed Simko President Elect – Steve Westwood Secretary* – Shelly Metzger - ABSENT Treasurer* – Susan Czarnowski Information Director – Grainne McClorey-Mitchell - ABSENT Membership – Joanne Storbeck Public Relations Director – Magaly Mancillas - ABSENT Web Resources Director – Monique Hafler Past President – Ed Simko Program Director – Liz Brainard</p> <p>*Executive Committee</p>

DISCUSSION THREADS	
Call to Order	Ed opened the meeting at 8:59 am. SRP gave a safety minute on the Coronavirus situation and the annual flu, explaining all the measures they are taking to keep employees aware.
Local Sponsors	<ul style="list-style-type: none"> MHA Consulting Fusion Risk Management BC in the Cloud



ASSOCIATION OF CONTINUITY PROFESSIONALS

Central Arizona Chapter Meeting Minutes

February 6, 2020 9:00AM- 11:00AM

DISCUSSION THREADS	
Meeting Host	<ul style="list-style-type: none"> • Host: SRP • Breakfast sponsor: SRP
Welcome	<ul style="list-style-type: none"> • Meeting Attendance- <ul style="list-style-type: none"> ○ Guests – 1 ○ Central Arizona Members - 11 ○ Total – 12 with speaker
Reports from your Board of Director	<ul style="list-style-type: none"> • President/Past President* – Ed Simko – Ed reported that the Board had their transition meeting. Several items discussed for this year included the Board better defining the roles of the Board positions. With three new members, this is a good time. Apologized for the communications lately on meetings, newsletters, etc. The Board needs to get better at using the tools. We are also reviewing the Articles of Association and revising some of the tasks. • Secretary* – Shelly Metzger - - ABSENT • Treasurer* – Susan Czarnowski – Susan in charge of the appreciation luncheon and the audit committee. • Information Director – Grainne McClorey-Mitchell - - ABSENT • Membership – Joanne Storbeck - Gave current membership numbers (26 current) and how many in grace (35). Will be sending out emails to all those in grace to remind them to renew. National does a campaign every fall via email and on the News & Views. • President Elect – Steve Westwood – Steve in charge of the nominations committee...and other duties as assigned. • Program Director – Liz Brainard – Liz shared what’s planned for upcoming meetings. Calendar is at the end of the minutes. • Public Relations Director – Magaly Mancillas - - ABSENT • Web Resources Director – Monique Hafler – Website up-to-date. <p>*Executive Committee</p>
Get Connected	<ul style="list-style-type: none"> • National’s site <ul style="list-style-type: none"> ○ www.acp-international.com ○ Has a lot of good information and webinars • AZ’s site <ul style="list-style-type: none"> ○ http://chapters.acp-international.com/centralarizona • LinkedIn <ul style="list-style-type: none"> ○ Arizona ACP Chapter



ASSOCIATION OF CONTINUITY PROFESSIONALS

Central Arizona Chapter Meeting Minutes

February 6, 2020 9:00AM- 11:00AM

DISCUSSION THREADS

- Continuity Counts newsletter
- Arizona Chapter Email address
 - Arizona@acp-chapters.com

Today's Event

Speaker: Scott Ream, ACP National president presented on the State of ACP, on the board for four years. See the AZ ACP website for Scott's entire presentation.

Bylaws, Article I states:

ACP is established as a mutual benefit association of individuals and organizations responsible for, or participating in Business Continuity, Crisis Management, Continuity of Operations, Emergency Management / Preparedness, and Disaster Recovery hereinafter referred to as the "Profession," and related disciplines. National Board there to support chapters and members.

Each national Board member serves on a committee. All are vibrant, functioning committees and Scott encouraged members to participate in one.

New management company taking over the office duties – MHQ, who works solely with not-for-profit organizations. How we communicate will be the same- just dealing with different people.

National looking to adapt and use technologies to regain membership and attract younger generations.

Each of us IS the ACP. Be the Difference. Resilience is at the heart of the way we live.

National now has a partner agreement with DRI, DRJ and CI and will rotate having their annual conference between the three. This year it is with CI in April. Summit information:

- Wednesday, April 22 (2:00) – 24 (12 noon on Friday)
- Hyatt Regency Hill Country Resort & Spa; 9800 Hyatt Resort Drive, San Antonio, Texas 78251
- Register on CI site for substantial discount to CI Conference if you bundle with ACP summit!
- Price for just ACP Summit: Register on ACP site for \$195.00 (a total bargain!)
- This year's theme is totally dedicated to ACP Chapters and Members.
- April 22
- Welcome Reception (great food!) and a very special guest
- ACP National Chair, Scott Ream speaking on, "State of ACP –Overcoming Challenges and Embracing Opportunities."
- April 23:
- Keynote: Dr. Gleb Tsipursky on "How ACP Can Improve New Member Retention."
- Cheyene Marling speaking on "Insights on Career Advancement and Professional Development."



Central Arizona Chapter Meeting Minutes

February 6, 2020 9:00AM- 11:00AM

DISCUSSION THREADS

- Panel Discussion on “Profile of a Month in the Life of a Successful Chapter”
- Breakout sessions will follow for all attendees for sharing best practices and exchange of ideas.
- April 24:
- Chapter Leaders are invited to attend the morning session of the ACP National Board Meeting facilitated by Dr. Tsipursky. The outcome will be a strategic plan for what Board and Chapter Leaders can do to recruit and retain young members. BE THE FIRST TO SIGN UP. ONLY 20 SEATS AVAILABLE.

Member Roundtable:

Question asked about the timing of the meeting notices. Ed reminded if one attends the chapter meeting, you see the next meeting information. Information is on the chapter website and on LinkedIn. Schedule, as agreed to by the Board, is two weeks before a meeting a notice goes out, again one week before and on the Monday of the meeting week via email.

Meeting Frequency: Every other month with longer meeting and two speakers; one speaker and one workshop. Suggestion to do a webinar for every physical meeting; younger generation uses that technology more than attending in person. Locations have to be able to accommodate bridge calls however not everyone likes bridge calls.

Locations: Locations need to offer WebEx, GoToMeeting, etc. This may put a burden on companies who currently host meetings. Do we want to have consistent locations on two sides of town or have just one? Logistics issues and concerns. Suggestion was made to get with upcoming hosts to see if they have webinar presence.

Meeting Format: What do members want? Combination of speakers, Interactive meetings, roundtables, etc. After discussion, the majority of attendees like the morning meetings best.

Topics: Best practices, Lessons Learned, Current Topics. If having a mock exercise, it should be applicable to everyone, like a pandemic. We should look into having a collaborative webinar with other chapters such as San Diego, LA or Vegas.

Next Meeting

Date: **March 5, 2020**
Location: Webinar
Speaker: David Lindstedt
Topic: **Adaptive BCP**



ASSOCIATION OF CONTINUITY PROFESSIONALS

Central Arizona Chapter Meeting Minutes

February 6, 2020 9:00AM- 11:00AM

DISCUSSION THREADS				
	DATE	LOCATION	ADDRESS	SPEAKER
Program Outlook	1/9/2020	Alaska USA Federal Credit Union	5551 W Talavi Blvd, Glendale	Carol Paasch
	2/6/2020	SRP Project Administration Building	1500 N. Mill Avenue Tempe, AZ 85281	Roudtable
	3/5/2020	Webinar	N/A	David Lindstedt
	4/2/2020	Central Arizona Project (CAP)	23636 North 7th Street Phoenix, AZ 85024	Bradley Johnston
	5/7/2020	TBD		Allen Clark
	6/4/2020	Paychex	16404 N Black Canyon Hwy #140, Phoenix, AZ 85053	Michael Herrera
	7/4/2020			
	8/6/2020	TBD		Andrew Witts
Events	<ul style="list-style-type: none"> Continuity Insights conference in San Antonio, April 19-22, 2020 ACP conference immediately following CI, April 22-24, 2020. \$195 registration. 			
Wrap Up	<ul style="list-style-type: none"> 50/50 Winner: \$5.00 Joanne Storbeck Achievements – James Knox awarded the FMBCI designation Scott Ream asked us to send any links to webinars presented to National so they can include it their mailings. 			
	Meeting adjourned at 11:00 am			