



North Texas

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.

ACP



President's Comments

I am in total shock, we are doing the NOVEMBER newsletter; can someone

please tell me where the year has gone? Our leadership team has done a phenomenal job this past year organizing great programs, workshops, and outside events. I'd like to personally thank each and every one of the team, we can't do it alone and it does take a small team to make this chapter work like it does!

Speaking of leadership, we have new leaders for 2015. All of you who voted are in charge of the future of this organization and we thank you for your commitment and participation. Our new leadership team consists of: Mark Weidner, Treasurer; Martin Gonzalez, Secretary; Tim Pruitt, Director of Membership; Wendy Nelson, Director of Programs; Greg Holdburg, Director of Education; Phyllis MacLachlan, Director of Information; Mark Armour, Webmaster and myself as President. The transfer of office is taking place now and the new team will begin January 1, 2015.

How many of you were able to attend the last meeting at the Verizon location? It was a great field trip, meeting location and wonderful presentation by Jesse Vu. Details of the meeting are in this newsletter, Thank you Jesse!

December 2nd is our annual Holiday luncheon. I hope to see you there. Remember this lunch is limited to 50 people, so the first 50 to sign up will get a GRRRRRRREAT lunch, have a

wonderful meeting and fantastic time visiting with your friends and fellow members. We have been sending our requests for Trinkets and Treasurers, so if you have something to donate, please let Carol DeLatte know. If you have any questions, Carol is your answer person on the banquet.

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This year has presented some challenges in the job market for many of us. Some of our members have been laid off, some have been offered new jobs with great opportunities and some have had the opportunity to travel the world and learn to take a slower path. Wherever you are in this cycle, we can help. I am thankful for each of you who participate in this group, and with participation comes opportunities. We all have different perspectives and experiences and with that collectiveness we can only be better in 2015.

Have a wonderful and safe Thanksgiving. I look forward to seeing you at the Holiday luncheon.

Susan

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, December 2, 2014

Time ----- 11:00 AM

Location ---- Pappadeaux Seafood Kitchen
10428 Lombardy Lane
Dallas, TX 75220

[Link to Map](#)

Info ----- Space is limited to the first 50 who sign up at:

<https://www.surveymonkey.com/s/6VJDWYH>
If you sign up and then find out you will not be able to attend, please notify [Carol DeLatte](#) or anyone else on the board.

Meeting Agenda

<u>Topic</u>	<u>Speaker</u>
Lunch and Visit	Everyone
2014 Chapter Awards	Susan Guinn
Door Prizes	Susan Guinn

Meeting Schedule and Locations

Schedule and location are subject to change!

December 2	Holiday Luncheon
January 6	Boy Scouts of America
February 3	Boy Scouts of America
March 3	Boy Scouts of America
April 7	TBD
Cinco de Mayo	TBD

2014 CHAPTER OFFICERS

PRESIDENT

Susan Guinn, CBCP
469-220-8604
susan.guinn@citi.com

SECRETARY

Dianne Stephens, CBCP, MBCI
214-576-1231
deestephens@charter.net

TREASURER

Mark Weidner, CBCP, PMP
972-868-8064
mark.weidner@energyfutureholdings.com

DIRECTOR OF COMMUNICATIONS

Martin Gonzalez
469-220-8327
martin.d.gonzalez@citi.com

DIRECTOR OF EDUCATION CAREER CORNER

Greg Holdburg
713-449-5551
greg_holdburg@bmc.com

DIRECTOR OF INFORMATION

Phyllis MacLachlan, CBCP
817-699-4358
pmaclachlan@corelogic.com

DIRECTOR OF MEMBERSHIP

Carol DeLatte, CBCP
972-415-6751
carol.6323@gmail.com

DIRECTOR OF PROGRAMS

Grace Wright, ABCP
817-307-2942
grace@grwconsultants.com

DIRECTOR OF PUBLIC RELATIONS

Ray Abide, CPA, CBCP
972-693-6998
r.abide@gmail.com

WEB MASTER

Mark Armour, CBCP
818-645-9468
mnjarmour@sbcglobal.net

Chapter Recognitions

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



North Texas ACP Meeting Highlights

October, 2014

By Grace Wright

We had an ACP Business Meeting at the beginning of the agenda, then Jesse Vu, a NTACP member, gave us a great presentation of Verizon's Business Continuity and Emergency Management Program, followed by a tour of their National Emergency Coordination Center. There were good, interactive discussions with all the members, guests and Verizon employees. The Verizon NECC is top notch, especially the weather software. A few of our NTACP members have Verizon as their corporate communications service provider and found added value from the information that was shared.

Thank you Jesse, for hosting our chapter and providing the terrific tour.

Did You Know?

We distribute door prizes (aka Trinkets & Treasures) at our annual holiday luncheon. What are Trinkets & Treasures? Anything from your company with your logo on it – donated of course, so we don't have to purchase it in order to give it away! The more donations the better because that way more chapter members leave the event with a souvenir. If your company can donate to the cause, please email [Carol DeLatte](mailto:Carol.DeLatte@ntacp.org) with the company name and description of the donation. There is no minimum number of items to donate, and there will be a maximum of 50 people at the luncheon, so the maximum is 50 identical items. We want to be able to recognize the company names in the program so we are asking the information be provided to Carol, via email, no later than Tuesday, November 25, to allow time for processing and printing the programs. We ask that each person bring their donation(s) to the head table upon arrival. Gift wrap or gift sacks are appreciated, but not mandatory.

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.



Five Things You Owe Your Employer – And Five You Don't

By Liz Ryan

Back in the old days there were working hours. You went to work and then around five p.m. you packed up your stuff and went home. If there were an emergency you might stay until five-thirty.

Those days are gone! White-collar work, sometimes called Knowledge Work, is never done. Your immediate To Do list might have twenty items on it, but right behind the immediate To Do list is a supplemental To Do list with another forty action items on it and after that list is done, there's a third one waiting.

The old rules have changed completely. My teenagers work at retail stores and restaurants. Their workday ends when they clock out but more importantly, they don't take their work home with them. The rest of us do.

We lie in bed and wonder what to do about a billing issue or a complicated client problem. We might spend the whole weekend catching up on our business email correspondence, but we still have to be at our desk on time on Monday morning!

What does your paycheck get your employer -- what are your obligations toward your job? Sometimes it's hard to tell. Some managers are beyond demanding. They want you to pass up important family obligations, even ones you've scheduled weeks in advance, to take care of something they missed on their own To Do list.

Other leaders are more chill. They realize that you have a life outside of work. Sometimes your life at work and your happiness at home rely on the luck of the draw in the form of the manager you get. That's unacceptable! We are adults.

A new muscle all of us are growing is the muscle called Setting Boundaries.

You can't set boundaries at work until you have a clear sense of what's reasonable and what's unreasonable when it comes to your commitment to your job. To help clarify the often murky – but essential! – demarcation between your work and your life, here's our list of Five Things You Owe Your Employer and Five Things You Don't.

Five Things You Owe Your Employer

Your Best Work Every Day

If you hate your job, start a stealth job search on the side, but don't slack off on your current role. That isn't fair to your employer, its customers or your teammates. It's not fair to yourself. As long as you have the job, put your heart into it!

My motto is this: An employee's job is to give his or her best work every day. A manager's job is to give the employee a good reason to come back to work tomorrow.

Your Creative Solutions

Work is a place to solve problems, bigger and thornier problems all the time. You learn something new and grow your flame a little bit more every time you solve a problem at work.

Even though a job description might be boring, it's still in your best interest to bring your whole brain and heart to your role, as long as you have it.

The Truth

You owe your employer the truth about things that happen at work - whether anyone is dying to hear the truth, or not. When you speak up, your muscles grow.

If it feels scary to speak up, as it often does, think about this: the only way you can solve a problem is by addressing it. If you're sick of pushing a rock uphill and sharing your ideas with people who don't want to hear them, that's a sign from the universe. Don't waste your emotional energy on people who don't want to look at problems and surmount them. Start looking for a new job, instead!

TLC

If it were your company, you'd want your customers, teammates and equipment to be well-cared-for. When you take a job, it's your role and your desk -- take good care of everything that comes across the desk and everyone you work with!

Your Integrity

When you're burned out on a job, it's a stress-reliever to tell your friends how tough you've got it. Eventually, if they're good friends, they're going to say "Dude, you have to stop talking about it and DO something."

Complaining about your employer isn't a solution to your problem, and worse than that, it tarnishes your brand as a person with integrity. Hate the job, or a client project? Don't slime them -- move on and find something that suits you better.

Five Things You DON'T Owe Your Employer

Your Contacts

In lots of sales jobs and recruiting jobs, your contact list is part of what your employer expects to receive when you get hired. When you take a new job, clarify everybody's expectations with respect to

your precious contact list. Unless it's been clearly communicated, your contacts are your own.

If your employer has an employee referral bonus program and you want to participate, go ahead and spread the news about job openings at your workplace, and with luck get paid for it. Otherwise, it's not ethical for your employer to expect you to peddle its products to your friends, or give up your networking contacts to pad its prospect list.

Your Health

The tragedy of the white-collar working world is that we pretend our bodies don't exist. Your brain can't function unless your body gets rest and exercise. It's not right for your employer to expect you to trash your health for the job. Speak up if you're not feeling well.

Don't let a weenie manager browbeat you into coming to work sick and infecting your co-workers, or worsening your own health. If they won't let you work from home when you're under the weather or take a sick day, get your resume up to date.

Your Personal Life

Everyone needs to learn the script we call "It's Impossible" to deal with managers who ask you what you've got scheduled at night or on the weekend that would keep you from working extra hours.

What you have planned in your personal life is nobody's business but yours. Here's the script:

BOSS: Joe, can you stay late tonight to get those invoices out?

YOU: Not tonight, but I can do them tomorrow.

BOSS: What's going on tonight?

YOU: Unmovable plans, but don't worry -- I'll do it tomorrow.

Don't start explaining that your kid has a hockey match or your wife's barbershop chorus has a dress rehearsal that you have to attend because you can't make the concert. The minute you open that vault, you can kiss your personal priorities goodbye.

Learn to say "Wish I could! - but it's impossible" with a smile on your face.

Unearned Loyalty

Be wary of any employer that tells employees they should be loyal, just because they work there. Loyalty, like respect, is earned. You might be loyal to a boss who's always had your back, but that's different than being loyal to a corporation or an institution.

If you get a call from a headhunter about a job that sounds interesting, it's your right to call back and learn everything you can. You don't have to stay with a sinking ship and be the person who turns the lights out.

That's what "stay bonuses" are for.

It's appropriate and ethically correct to take care of your own and your family's interests before your employer's, and that's what anyone would do unless there is personal loyalty in place - loyalty that's been earned by past actions.

Run away from people who tell you where they think your loyalties should lie.

Your Soul

Your job might include unpleasant aspects, like bureaucratic processes or boring meetings, but your job shouldn't require you to

pretend to be someone you're not. If you wake up at night with your heart beating too fast because you can't stand the person your job requires you to be, get out!

You have one lifetime. You get to make your mark here on our planet, and that means you get to make choices, and you must. You don't have time or energy to waste with people who don't get you and value you the way you are right now.

2015 is on top of us and the whole world is waiting to see what you'll accomplish. If your box is too small and confining, step out of it and move on!

Reference

Ryan, Liz.

<https://www.linkedin.com/pulse/article/20141106155149-52594-five-things-you-owe-your-employer-and-five-you-don-t>



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

Important Links

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

