



Venus Adams, Information Mgr. ♦ venus.adams@jacobs.com

December 2002

Annual Business Meeting & 2003 Elections

The Annual Business Meeting/Luncheon will be held at the Joe’s Crab Shack at 2621 South Loop West. The meeting will start at 11:00.

Please RSVP no later than December 9, 2002, 12 Noon to Iris Patton at ilpatton@shellus.com or Pete Walsh @ Peterwalsh92@aol.com.

Elections for the 2003 Officers will be held during this meeting. If you are unable to attend the meeting, we will be soliciting your vote via e-mail. The current list of nominees for the upcoming election is:

President: Robbin Roberts Peter Walsh	Secretary: Jim Nowak	Treasurer: Iris Patton Mike Rivera Richard Vance
Program Director: W.D. Koempel	Information Manager: Venus Adams Debbie Noble	Membership: Lilibett Machado

Below is a brief (but not complete) description of each position:

President: Presides of all meetings; supervises all Chapter Officers; interfaces with other local and external organizations; acts as Primary interface with ACP Corporate; countersigns ACP checks presented by Treasurer.

Secretary: Keeps minutes of all Chapter meetings; maintains current list of all Chapter members; maintains meeting attendance records in support of continuing education credits; give notice of Chapter meetings; maintains Chapter documents; in absence of President, exercises all rights & powers of President; countersigns checks presented by Treasurer.

Treasurer: supervises Chapter financial affairs; has authority to Chapter checks; prepares financial statements to memberships; provides safekeeping of all Chapter securities and monies; files annual statements and forms with ACP Corporate.

Program Director: Develops, organizes, publicizes and presents monthly program for Chapter; arranges for speakers, panels and topics of interest; maintains records of all programs.

Information Manager: Develops, organizes, publicizes newsletter for Chapter members; manage local repository of materials & reference information pertinent to membership; provides copies of all information to ACP Corporate.

Membership: Develops new membership initiatives; contacts visitors to encourage them to become members; contacts inactive members and encourages membership renewal.

Nominees for this years MVP.

The nominees for the 2002 MVP are:

Pete Walsh

WD Koempel

Voting will be held at the same time as the 2003 Officer Election. However, if you are unable to attend the December meeting, we will be soliciting your vote via e-mail.

Current Membership Numbers

As of November 6, 2002, we currently have 38 Active Members. We are growing!!!
The South Texas Chapter thanks you for your participation, time, and commitment to continual growth.

We would like to thank the following for renewing their membership:

Sherrye Ramirez, Texaco

Donald Holstien, Exxon Mobil

Remember, every visitor is a potential member, so BRING a friend or two!!

Treasurer's Report

The South Texas ACP Chapter cash balances:

Balance 10/31/2002 \$4,763.06

Balance 11/30/2002 \$4,943.06

Next Meeting

When: Tuesday, December 10, 2002

Subject: Annual Business Meeting & 2003 Election

Place: Joe 's Crab Shack
 2621 South Loop West

Lunch: Variety of pre-selected menu items
Time: 11:00 – 1:00

The chapter meets regularly on the second Tuesday of each month at 11:30 a.m. in RM 1553 of the IBM Building at Two Riverway in Houston. Please feel free to bring a guest. We would love the opportunity to make them members.

Future Meetings

Remember that attendance at ACP chapter meetings count toward your continuing education credits (CEUs).

The planned program schedule for 2003 is:

January 14, 2003 – Business Contingency Preparedness
W.D. Koempel, CBCP
February 11, 2003 – NFPA 1600
Fred Sebren, MBCI, CBCP, Sr. Consultant w/ Sebren & Assoc.
March 11, 2003 – Emergency Preparedness, Incident Command Simulation
Geoff Robinson, CTSF/PEOC3S with US Army

Upcoming Conferences/Major Events

March 25-28, 2003 Contingency Planning & Management www.ContingencyPlanning.com	Las Vegas, NV Venetian Resort & Hotel
March 30 – April 2, 2003 DRJ Spring World 2003 www.drj.com	Orlando, FL Coronado Springs Resort

Upcoming Training/Workshops

Sponsor: ISSA Alamo Chapter
Contact: Nichole Beebe, Workshop Coordinator, (210) 674-5667

January 24 th , 2003 Forensics Full day / 6 CPEs	San Antonio, TX
March 28, 2003 IT System Security Certification the HIPAA Security Standard Full day / 6 CPEs	San Antonio, TX

2002 Chapter Officers

President	Iris Patton, CPA, CBCP	ilpatton@shellus.com
Treasurer	Richard Vance, CBCP	rdvance@duke-energy.com
Secretary	Jim Nowak, CBCP	james.nowak@acs-inc.com
Membership	Pete Walsh, CBCP	Peterwalsh92@aol.com
Information Manager	Venus Adams, CBCP	venus.adams@jacobs.com
Program Director	WD Koempel, CBCP	wdk@BusinessContingency.com

Contact: Comments, suggestions, or items for publication, should be addressed to:

Venus Adams, CBCP

ACP Information Manager

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