



CALHOUN COUNTY AREA
CHAMBER AND VISITORS CENTER



READY BUSINESS WORKSHOP SERIES

Identify your risks, develop a plan, and take action

5-PART COURSE: 2/12, 3/18, 4/8, 4/29, 5/13
CHAMBER OF COMMERCE | \$50 PER PERSON

Calhoun County EMA / Calhoun County Chamber of Commerce / JSU 2020 Ready Business Workshop Series

Agenda

Day 1 – Wednesday 2/12/20 – 9 AM – 11:30 AM

- Welcome, overview of the program, and expectations
- Emergency Management in Our Community, Hazards, and Challenges
 - Role of EMA, Threats/Hazards, Disaster response/recovery processes
- **Emergency Preparedness for Employees and Families**
- Intro to Business Continuity Management (BCM)
- Download Open For Business (OFB) app and discuss assignments for next classes
- Supplies will be provided: Chart paper, OFB-EZ forms package

Day 2 – Wednesday 3/18/20 – 9 AM – 11:30 AM

- Overview of BCM and associated processes, development of initial BCM plan
- **Public Health and Medical Preparedness**
- **Law Enforcement and Physical Security Considerations**
- Review progress on OFB-EZ plan and first homework assignment

Day 3 – Wednesday 4/8/20 – 9 AM – 11:30 AM

- Review and discussion of BCM plan, finance & insurance, plan maintenance and testing
- **Fire Prevention and Code Compliance**
- **IT Disaster Recovery and Cybersecurity**
- Review progress on OFB-EZ plan and second homework assignment

Day 4 – Wednesday 4/29/20 – 9 AM – 11:30 AM

- **Crisis Communications**
- **Insurance and Risk Management**
- Recap and review, discussion of completed OFB-EZ plans
 - Group review of plans with emergency planners

Day 5 – Wednesday 5/13/20 – 9 AM – 11:30 AM

- **Workshop Series Recap**
- Presentation of Certificates