

NEWSLETTER

Tampa Bay Area
Chapter NIGP, Inc.
www.nigptampabay.org

MESSAGE FROM OUR PRESIDENT...

ISSUE 26
FEBRUARY 2007

Greetings,

Here we are again, a new year and plenty going on in the chapter. And here I am again reminding everyone about all the opportunities to help your chapter.

We have many events coming up over the year and each one could use your help. Linda El Shamy has done a great job getting the Third Annual Reverse Trade Show to be held on April 20th up and running but I doubt she would turn anyone down if they offered their assistance. I'm sure Jay is already working on the Golf Tournament that will be held on May 11th, and would be glad for any volunteers for that event.

That brings us to the Annual Trade Show held in October. Linda Balcombe has graciously agreed to chair this event. Anyone who would like to volunteer to be a part of this great event should contact her and let her know of your interest. It's not too early to get the process going.

Speaking of events, I like to take a minute to thank Jay Jackus for all the work he and his group of volunteers did for the After Forum Party held at the Bilmar Beach Resort. A good time was had by all who attended. Don Tobin did a fantastic job as DJ and we have to thank him for coming all the way from Tallahassee to do that fantastic job.

Last but not least, remember March is Purchasing Month. So, if you can, have your entity issue a proclamation and bring it to the March meeting. Hold an event or two in your department. Play trivia games, have a "P"opcorn, "P"izza and "P"unch Party, or let your imagination run wild. Have fun.

Mark your calendar for the next luncheon on March 9th.

Sincerely,

Pat Wagner
Chapter President

2007 OFFICERS

PAT WAGNER, CPPB
PRESIDENT
LINDA BALCOMBE
CPPB, CPPO
VICE-PRESIDENT
DONNA BEAUPRE'
SECRETARY
LAURIE ROBERTS
CPPB,
TREASURER

BOARD MEMBERS & COMMITTEE CHAIRS

Past President
Kendal E. Capaz, CPPB
(813) 274-8856

Professional Development
Arlene Zimney,
CPPB, C.P.M.,
(813) 794-2504

Membership
MaryKay Crabtree, CPPB,
(813) 301-7084

Programs
Tammy Winton-Spearman,
CPPB,
813-274-7711

Publications
Mina Kaeding, CPPB,
(813) 794-2225

Golf Tournament
Jay Jackus, CPPB, CPPO
(727) 942-5615

Reverse Trade Show
Linda El-Shamy, CPPB
(813) 307-1732

WHO DAT ON THE BOARD.....

PAT WAGNER, CPPB.....PRESIDENT

I began working for the City of Oldsmar in 1988 part time as the stores clerk/office assistant A full time position opened 6 months later and I've been working full time in Purchasing ever since. Being a Buyer has been my favorite job with the city. Purchasing is under the Finance Division of the Admin. Services and I have had the same Dept. head for 17 of my 18 years. There have been many changes to the city over the years. When I began, I had a CRT and plugged in numbers all day. PO's were listed on a hand written log with 17 total characters allowed on the face of PO. Talk about creative writing! Now you can write a book. Purchasing handles the warehouse, buying, processing all PO an RPO's, is an Administrator for the P Cards, takes care of fixed assets, inactive storage and the fueling system setup. And, as in all job descriptions, all other related duties.. Because the city is so small I'm it for purchasing!

I began attending NIGP Chapter meetings around 1999 . After a few years, dear, dear George McKibben talked me into becoming the Chapter Secretary and it's been a wild ride ever since. I've met some extra-ordinary people through this group, and many have become good friends.

Due to the City's budget I wasn't able to attend National Forums until two years ago when I went to Anaheim. What an experience. Give me a hurricane with weeks worth of warning as opposed to walking into a hotel room and finding a brochure explaining what to do if you wake in the middle of the night and the room is moving, this after they put you on the 7th floor. No, No, No!!

LINDA BALCOMBE CPPB, CPPO.....VICE-PRESIDENT

I am the Purchasing Manager for Pinellas County Schools. Prior to holding the office of VP for the Tampa Bay Area Chapter, I was the Secretary for a year and last year I was Treasurer (glad that Forum is over!). I have been with Pinellas County Schools for over 10 years, first as a buyer, then supervisor and now manager. Prior to working in the public sector, I was a retail buyer for a department store for several years. Retail buying entails TOO much traveling, after going to New York City 4 to 6 times a year for 8 years, I felt enough was enough. It was definitely though an experience I will remember forever, especially the commodities I was responsible for purchasing (men's' accessories, including means' underwear).

I really prefer governmental purchasing, it seems like we are all one big family, and everyone is willing to help everyone else when needed. The camaraderie we all share, makes the job so much easier to do. I encourage everyone reading this, to get involved in our local chapter, I am so glad I accepted the challenge. Being an officer these last few years has been very rewarding, not to mention all the great opportunities it has presented. What a great group we have!!

DONNA BEAUPRE'.....SECRETARY

My name is Donna Beaupre'. I've been employed by the City of St. Petersburg, Purchasing Department for the past 6 1/2 years. This past September I received my CPPB certification. My favorite aspect of Purchasing is the variety of projects I get to work on. I'm very proud when I drive through town with my family and point out the projects I had a part in. I've served on one other board, I was President of my Neighborhood Association for two years. I've never been a Secretary so I'm looking forward to the new experience. I am a very proud mother of two daughters ages 14 and 17 years old.

LAURIE ROBERTS CPPB,TREASURER

I have been employed by the District School Board of Pasco County for 9 years. I started with as a Purchasing Assistant (entry level) and worked up to a Buyer. I received my CPPB in 2003. I am the Buyer for the "WARP" Team, meaning my team moves at "warp speed." My team buys for the Maintenance Department (13 Shops), Safety and Environmental Departments. My areas of expertise are Regulations, State Statutes, Contracts, Legal Issues and purchasing commodities related to maintenance.

I started participating and volunteering in 2004. I became Membership Chairperson in 2005 for a two-year term. This year I was elected as Treasurer. I am grateful to Arlene Zimney for getting me to participate and volunteer in the Chapter. Through my involvement I have made many new friends and business connections that will last a lifetime. Chapter participation provides a unique combination of social interaction and a chance for procurement professionals to meet and compare the value of local information, share referrals, strategies and support. Volunteering has enabled me to be able to participate in the last two National Forums through the Chapter's Scholarship Program. Volunteering only takes a little extra effort. I encourage each of you to participate/ volunteer in some fashion with the Chapter. You won't regret it!!!



SAVE THE DATE.....REVERSE TRADE SHOW***Third Annual Reverse Trade Show***

Friday April 20, 2007
Third Annual Reverse Trade Show
University Area Community Center
14013 N. 22nd Street.
Tampa, Florida 33613

Conveniently located on 22nd St. between Fletcher & Bears Ave
8:30 AM to 3:00 PM.

Parking and Lunch is FREE for volunteers.

Reminder that volunteers get scholarship points for our NIGP Tampa Chapter to use for professional development and or Forum events

This is a great opportunity for your entity to meet and interact with a variety of vendors who desire to do business with our various entities. Each entity will have a table location at which they may display essential information, business cards, pamphlets, bid data or anything else their entity decides in order to showcase their Purchasing Department and/or business entity.

Remember, this event is a great way to interact with vendors, provide vendor training, raises funds for the Chapter and give entity participants a chance to receive scholarship points for participating or being involved with one of the many committees that are needed to run this event.

Many of the committees are still in need of volunteers.....so please consider signing up today

Contact:

Linda El-Shamy, CPPB
Contracts Manager
Hillsborough County
Public Works Department
601 E. Kennedy Blvd., 22nd Floor
Tampa, Florida 33602

E-mail: elshamyl@hillsboroughcounty.org
Phone: (813) 307-1732 Fax: (813) 301-7121

SPRING CLEANING ANYONE.....



Spring is fast approaching and this time of year is usually associated with “Spring Cleaning.” While many of us usually think about things around our home that need to be cleaned, repaired, or thrown out, this is also a great time to “fix” things around the office. In our office, we refer to this as Continuous Improvement. Have you heard of that term?

While we can smile and joke about it, there really is a need to continuously review your department’s role in your entity or even review your role in your department. Spring is a great time to improve your department and your own efficiency and effectiveness. So whether it is a process or an attitude that needs to be “fixed”, here is some thing that I have discovered that is associated with success in the procurement field – Continuous Improvement! It is a philosophy and concept that should be the driving force of every professional.

The most important point about continuous improvement is – that it IS A PROCESS. It is a never-ending effort to discover and eliminate the main cause of problems. If the commitment is there to improve in an area and you think you will never have to address that issue again, you are already on the road to disappointment. Continuous improvement is a dynamic, on-going process.

If you are committed to improving your department or your area of responsibility, you cannot make excuses or shun your responsibility. While this may sound very daunting, it is really not as bad as it sounds. Try to keep in mind some of the items listed below:

Continuous improvement (CI) should be done in **small** steps. (Don’t try to fix everything all at once – you will either kill yourself or someone you work with will do it for you!).

To be successful, continuous improvement should involve EVERYONE! Who knows a job better than the person who must faithfully execute the job everyday? Everyone needs to be on board!

CI means making things better. It is not fighting fires or each other. The overall goal is NOT to blame people for problems or failures.

Continuous improvement is simply a way of looking at how we can do our work better; reduce the variables and remove activities that have no value to your department.

Ultimately, CI is about improving your own or your department’s overall performance level. Sounds like “change” is involved. Right? It is. Most individuals are opposed or reluctant to change. Right? Right! But here is a comparison that most people can relate to and it has helped me personally to remember how important it is to be willing and ready to make “adjustments” without a great deal of resentment. I hope the example will help you too:

Most of us will agree there is a need to make adjustments on our cars periodically. Right? Right. There is a reason why car manufacturers have mileage indicators as to when this “tune-up” should be done. So whether the tune-up is required at 3,000 miles or 30,000 miles, the point is, there is a need to make adjustments to assure the efficiency of the product. Right? Right.

Surely, we are just as important as a car. Wouldn’t you agree? I think the answer is a resounding yes! Right? Right!

So, when was **your** last “tune-up? Spring would be a great time, don’t you think?

Kendra Goodman, CPPB

Purchasing Agent, District School Board Pasco County

2007 PROGRAMS

No profession remains stagnant. Continuing our education is required for new techniques, available resources, and technological advances. Take the time to attend our lunch programs. Our programs will benefit both you and to your agency. In addition, time spent with your colleagues away from the routine office environment creates a broad base for networking. Our membership numbers thrive, but, I have noticed, that our attendance at our lunch programs is less than our potential. I urge all of you to examine your commitment to the Chapter and to make an effort to attend a luncheon or send a staff member in your place. Even better, bring someone new to the luncheon with you. Maybe they will want to be a part of our wonderful, motivating, empowering organization. There will be topics that perhaps don't seem to address the way your agency operates, but this is necessary to cover state, county, city and education procurement. I assure you that you *will* learn something each time you attend a Chapter luncheon. I have spent a significant amount of time and effort to obtain speakers for this year's programs. This year's speakers are as follows:

March 9 th	<u>Robert S. Cohen</u> , Director and Chief Judge for the State of Florida Division of Administrative Hearings. DOAH offers agencies an impartial, efficient resource to hear and resolve disputes involving agency decisions in which a party has a right to
July 13 th	<u>Dorothy Hawkins</u> "If You're Ready for Success, You're Ready to Re-Define Your Life"! Ms. Hawkins is an energetic, humorous, entertaining, and well-skilled teacher and trainer. Her specific areas of expertise include communication and relationships, motivation and leadership, and cooperation and teambuilding.
September 14 th	<u>Earl Davis, Jr.</u> "The Man with the Champion Attitude". Mr. Davis was selected a Torch Bearer for the Salt Lake City Olympics of 2002, for his work in inspiring others and challenging them to shake off mediocrity and live up to greatness. He is the recipient of The Tampa Bay Business Journal's prestigious 30 under 30 Award in 2003.

December 7th will be our traditional annual Holiday luncheon. However if you have other ideas, please let me know. This year's venue for our luncheons will be The Rusty Pelican. The Rusty Pelican has been in operation for over 25 years and has just undergone a major renovation that has enhanced their charm and atmosphere. Our banquet room will be much larger than the one used for our Christmas luncheon. We must maintain an accurate head count for each luncheon. Therefore, it is imperative that you RSVP by the deadline and honor your commitment. We must, as per our bi laws, charge you or your agency regardless of your attendance. If you are unable to attend you may send someone in your place, however, they must accept your menu choice.

I wish all of you well in 2007! If you haven't been able to join us lately, please know you are missed and try to get active again. Remember, our organization is only as vital as our members.

Tammy G. Winton-Spearman, CPPB
 2007 Program Chair
 Tampa Bay Area Chapter of NIGP

FORE.....JAY'S ANNUAL CHAPTER GOLF TOURNAMENT IS JUST AROUND THE CORNER.....



Time to get your golf clubs out and prepare for the 13th Annual Buyer/Seller Golf Tournament to be held May 11, 2007 at the Eagles Golf Club. Once again Jay Jackus and his wonderful committee of volunteers will be hosting this fun event in Odessa. The tournament as many of you know is a great fundraiser for the Tampa Chapter. Additionally, by volunteering to work the tournament and/or sign up golfers you will earn points toward scholarship opportunities.

So you say "I'm not a golfer," ...well invite your co-workers from not only your department but other departments as well to come out and play. Ask your vendors to sign up and play, they don't golf...ask them about sponsoring a hole or giving the Chapter a donation toward one of the many needed door prizes.

Remember, the proceeds from this event come back to each of us in full circle. It's events like this that enable the Chapter to subsidize our luncheon meetings, assist with offsetting the cost for speakers, help pay for seminars, training classes and certification and recertification costs.

Please get behind this effort and recruit co-workers, vendors, door prizes or call Jay and let him know you want to volunteer.

Remember you don't have to be a golfer to attend this very fun event.

TAMPA BAY AREA CHAPTER NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING 13th ANNUAL BUYER/SELLER GOLF TOURNAMENT

WHERE: The Eagles Golf Club
16101 Nine Eagles Dr
Odessa, Florida
(813) 920-6681

WHEN: Friday, May 11, 2007
8:00 A.M. Shotgun Start

COST: \$65.00 per person includes; green fee, cart, driving range, prizes, 2 mul-
ligans, 2 drink tickets, entry in longest drive, closest to the pin
and putting contest & Barbecue Chicken luncheon.

DEADLINE: APRIL 27, 2007



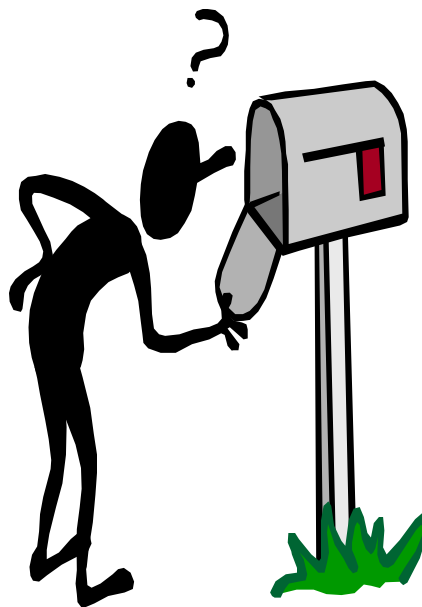
AROUND THE CHAPTER.....

WELCOME TO OUR NEW MEMBERS....

Pinellas County Utilities
 Wendy Owens
 Hillsborough County Water
 Henry Gyden
 Pinellas County School Board
 Mark Shuman
 Hillsborough County
 Jock McGlathery
 Jim Wunderle
 City of Tampa
 Karon Johnson
 Pinellas County Government
 Merry Celeste
 Pinellas County Gov.-Public Works
 Cassandra Helm
 City of St. Petersburg
 Don Enge
 District School Board of Pasco Cty
 Stephanie Noble
 Amy Weakland
 Vickie Stephens
 Pinellas Cty Sheriff's Office
 Richard Kennard
 Patricia Pena
 Pinellas Suncoast Transit Authority
 John Lamprecht
 Pinellas Cty Purchasing Dept.
 Clare McGrane
 Patti Fontaine
 Carlos Negron
 Hillsborough County
 Joe Ann Adler

WHY THE OPEN SPACE?

Because you forgot to send me your article (35 pts). Celebrated the promotion or department award but forgot to send the information to the newsletter. This space could be yours for just a few minutes of your time. **SEE YUR NAME IN PRINT....** send me an email!



2007 SCHOLARSHIP FORMS

APPLICATIONS FOR NATIONAL FORUM ATTENDANCE SCHOLARSHIP

(Tampa Bay Area Chapter Members only)
 2007 Calendar Year
 Are now on the Chapters web page. Please view the and begin to calculate your points as events are already happening.



CLASS OR TRAINING NEEDS ? CONTACT

Arlene Zimney
 She would love to hear from
 Please contact her @
 Arlene Zimney, CPPB, C.P.M.,
 (813) 794-2504,
azimney@pasco.k12.fl.us

STRETCH YOUR MIND...NOT YOUR WAISTLINE!

IT'S YOUR NEWS LETTER

THANK YOU FOR YOUR CONTRIBUTION.....

Thanks to Kendal Capaz, Kendra Goodman, Jay Jackus, Tammy Winton-Spearman, The Board Memberswithout you these pages would be blank....



Excellence in Public Procurement

Tampa Bay Area Chapter NIGP, Inc
www.nigp-tampabay.org

NOTE: THE NEWSLETTER IS POSTED ON THE WEBSITE:
www.nigp-tampabay.org

PUBLICATIONS

Email the news from your corner of the world to:
wkaeding@pasco.k12.fl.us

Phone: 813-794-2225 Fax 813-794-2111

**Tampa Bay Area Chapter
National Institute of Governmental Purchasing, Inc.
2007 Meeting Schedule**

January 12: ~~After Forum Party – Bilmar Beach Resort – 7:30 PM~~

February 2: ~~Board Meeting – St. Petersburg/Clearwater Airport – 10:00 AM~~

March 9: Chapter Luncheon

April 20: Board Meeting & Reverse Trade Show

May 11: Golf Tournament

June 8: Board Meeting

July 13: Chapter Luncheon

September 14: Chapter Luncheon

October 12: Board Meeting

November 9: Board Meeting

December 7: Chapter Luncheon

***UNTIL NEXT THE NEXT
PUBLICATION.....***

