



Utah Purchasing News

January 2001

<http://napmutah.org>

President's Corner

The Path to Success in 2001

As we start a new year and resolve to make this year even better than the last, consider the following 10 traits. These 10 traits from *Investor's Business Daily* were found to be the most common in successful leaders and business people.

1. How you think is everything. Be positive, think success, guard against negativism.
2. Set your true dreams and goals. Write them down; develop a plan to reach them
3. Take action. Start now, don't wait.
4. Never stop learning. Read, get training, acquire new skills.
5. Be persistent and work hard.
6. Learn to analyze details. Get all the facts. Learn from your mistakes.
7. Focus your time & your money.
8. Don't be afraid to be different.
9. Deal & communicate with people effectively. Learn to understand and motivate others.
10. Be honest and dependable, take responsibility.

NAPM-Utah Vision Statement

The National Association of Purchasing Management-Utah will be recognized as a center of excellence in establishing and promoting best -in-class professional standards of competency, ethics, education and certification for its members. We value and seek diverse membership and there are no barriers to full participation on the association.

As I read and considered the list of 10, I was surprised how many apply to NAPM. Some of them are obvious, like learning, but I would also include several others. For example setting goals, do you have a goal to be a C.P.M.? Taking action, are you moving toward that goal? Be persistent & work hard, focus your time & money.

In addition, can we use NAPM to better learn how to deal and communicate effectively and perhaps even how to learn from not just our own mistakes but also other challenges in the profession that our peers have?

Best wishes for a successful and healthy year to you!

*Tracey K. Stevens, C.P.M., CPPB,
2000-01 NAPM-UTAH President*

E-Mail: tracey.stevens@ci.slc.ut.us

What Do You Wish For?

Trent N. Baker, C.P.M., A.P.P.
Vice-President

“Don’t wish it were easier; wish you were better.
Don’t wish for less problems; wish for more skills.
Don’t wish for less challenges; wish for more wisdom.”

Jim Rohn

I believe many of us have the natural tendency to take the path of least resistance. For us to grow we must be stretched by overcoming challenges. We should look at challenges as opportunities to grow. As a chick struggles to break out of it’s shell, there is a life saving growth that occurs, without which, the chick would not survive. Each of us have a shell that may seem difficult or impossible to break out of. If we can develop a positive attitude toward our challenges, we will find ways to overcome them and we will find the growth that can only come through these experiences.

I am grateful for the opportunity I have to serve in NAPM-Utah. It is an opportunity for me to stretch and find personal growth. I’m grateful to all those who have set a great example for me to follow and for those who are always available to give me counsel and help me along the way. I hope that we can develop a gratitude for the challenges that we face. I hope we will have a positive attitude as we seek to overcome those challenges and gain the personal growth that will come as we learn and develop new skills and abilities.

Kudos to Jim Phillips, C.P.M. who will be conducting a workshop at the NAPM 86th Annual International Purchasing Conference. The conference will be held in Orlando, Florida on April 29-May 2, 2001. Jim will be presenting his workshop, Protecting Your Most Important Investment-YOU.

Monthly Happenings

Pre-Dinner and Dinner
Thursday, January 11th, 2001

LOCATION

Sheraton City Centre Hotel
150 West 500 South
Salt Lake City

4:30 P.M. Pre-Dinner

“Critical Purchasing Decisions”
Richard Rieke, Ph. D.
Communications Dept., U of U

6:30 P.M. Dinner

“Effective Negotiation”
Leonard Hawes, Ph.D.
Communications Dept., U of U

Dinner Menu:

Sheraton House Salad
W/Poppy seed dressing
Seafood Ravioli
tossed in Pesto Sauce
Chocolate Mousse Cake

Luncheon

Wednesday, January 17th, 2001
Central Utah Branch
Provo Holiday Inn
1460 S. University Avenue
Provo, UT

11:45 A.M. Luncheon

“TBA”

Luncheon Menu

Charles J. McDonald Minority Business Advocate Award

Do you know of a NAPM-UTAH member involved in promoting and developing minority and woman-owned businesses? If so, NAPM is seeking nominations for the Charles J. McDonald Minority Business Advocate Award.

The award is presented to an individual who best exemplifies the MWBDG objective *to motivate, educate, and provide guidance to NAPM members in the development and implementation of meaningful minority and woman-owned purchasing programs.*

For more information on how to nominate an individual, please contact Tracey Stevens, C.P.M. at “tracey.stevens@ci.slc.ut.us”. Deadline submission is Fri. February 9, 2001.

**NAPM- Utah
Mission Statement**

NAPM-Utah serves as a center of excellence in the development of world class purchasing and supply management professionals by providing education, certification leadership and networking opportunities for its members.

NAPM CONFERENCE VOLUNTEERS NEEDED

THE SAN FRANCISCO GENERAL CONFERENCE COMMITTEE (GCC), HOSTING THE NAPM INTERNATIONAL PURCHASING CONFERENCE IN MAY 2002, IS LOOKING FOR A FEW HUNDRED GOOD WORKERS!! THE GCC IS COMPRISED OF REPRESENTATIVES FROM ALL THE NAPM NORTHERN CALIFORNIA AFFILIATES (NORTHERN CALIFORNIA, SILICON VALLEY, DIABLO VALLEY, CENTRAL CALIFORNIA, AND SACRAMENTO VALLEY).

THE GCC SERVICE COMMITTEE HAS BEGUN ITS SEARCH FOR NAPM MEMBER VOLUNTEERS TO WORK AT THE NAPM CONFERENCE BEING HELD IN SAN FRANCISCO MAY 5TH THROUGH MAY 8TH, 2002. IT MAY SEEM EARLY TO BE THINKING ABOUT VOLUNTEERING TO WORK AT THE CONFERENCE, BUT WE NEED APPROXIMATELY 200 VOLUNTEERS TO WORK THIS 4-DAY EVENT (SATURDAY, MAY 5TH THROUGH TUESDAY, MAY 8TH). IF INTERESTED, WE WOULD LIKE VOLUNTEERS TO WORK A MINIMUM OF 8-10 HOURS (1 DAY) DURING THE CONFERENCE. FOR THOSE WHO ARE INTERESTED IN WORKING MORE THAN THE MINIMUM, YOU CAN GAIN THE OPPORTUNITY TO RECEIVE A FREE CONFERENCE REGISTRATION IF YOU CHOOSE TO WORK ALL 4-DAYS OF THE CONFERENCE.

THERE ARE SEVERAL DIFFERENT SERVICE COMMITTEE JOBS AVAILABLE DURING THE CONFERENCE FOR VOLUNTEERS TO CHOOSE FROM. YOU CAN WORK AS A SESSION FACILITATOR, ROOM/HALL MONITOR, SET-UP CREW MEMBER, INFORMATION DESK ATTENDANT, ETC. TRY YOUR HAND AT ALL OF THEM, OR CHOOSE TO DO JUST ONE, IT IS UP TO YOU!

PLEASE CONTACT KATHERINE UCHMAN AT kuchman@inforum.net OR CALL (916) 395-5096 IF YOU HAVE ANY QUESTIONS. PLEASE ENSURE THAT YOU LEAVE YOUR CONTACT INFORMATION WHEN RESPONDING BY EMAIL OR IF YOU LEAVE A VOICE MAIL MESSAGE SO THAT KATHERINE, OR SOMEONE FROM HER COMMITTEE CAN CONTACT YOU.

**On the Road to C.P.M.
More help from Cheryl Ransom, C.P.M.
NAPM-Utah Certification Chair**

NAPM-Utah is sponsoring in consort with the University of Utah a one-day seminar to prepare for the new C.P.M. test. The course of study will be Module 2. Class will be held on February 22, 2001 at the University of Utah Midvale Campus on 5300 South. Contact Craig L. Michalak at 585-1455 to register.

NAPM-Utah is also sponsoring with UVSC Mountainland Advanced Technology Center a six week Module 2 C.P.M. review class beginning January 17, 2001 at 6:00 p.m. Contact Mike Spaar at 764-7538.

NAPM-Utah is proud to announce that most of the students who have taken either one of these seminars have passed their C.P.M., or A.P.P. certifications with their first attempt. Study materials are included with the price of the class. Come and join us for information, fun and networking.

The C.P.M./A.P.P. examination was changed to reflect changes noted in NAPM's Job Analysis Survey which was undertaken to study the purchasing manager's position in seven major sectors: Manufacturing, U.S. Government, State/Local Government, Institutions, Service, Retail and Food. The purpose of this study was to determine whether or not, and to what extent, differences exist in the tasks of the purchasing manager in each of the settings.

The results of this study showed relatively little difference between the various sectors. It revealed that most of the 69 tasks presented to the job incumbents in the job analysis survey were performed by the majority of purchasing managers in most of the sectors under study. The major implication of these results is that the work of the purchasing manager is not as different as previously assumed in the various private, public and not-for profit sectors. Less emphasis was put on the clerical aspects and more emphasis focused on strategic applications of purchasing and supply management.

Based on these results NAPM recently updated its certification program to reflect the work of the purchasing manager in all of these settings. This was done through a meeting of representatives from all seven of these purchasing sectors, as well as several purchasing academicians. The emphasis was to find common ground between the groups. Thus, NAPM committed itself to establishing a certification program that incorporated the topics that are common to all of the major purchasing sectors, thereby instituting a universal purchasing certification program. NAPM is working in the various communities to add credence to the certification program.

CERTIFICATION QUIZ:

The duties of a "buyer's representative" on a service contract administration team generally include all of the following except:

- A. Acting as the authorized representative in charge of the contract work
- B. Reducing supplier invoices for violations of service contract labor laws
- C. Inspecting Work to ensure full compliance with contract requirements
- D. Preparing, signing and forwarding invoices or vouchers for progress or partial payments.

"I strongly encourage my staff to pursue professional designations like A.P.P. and C.P.M. offered through the National Association of Purchasing Management. These designations have shown real value in the workplace and have been personally rewarding to the individuals who have attained them."

--James T. Parker, C.P.M.
Director of Purchasing
University of Utah

C.P.M. Review

Module 2 - Supply Environment
Negotiation
Information technology
Quality issues
Internal and external relationships

Thursday, February 22, 8:00 a.m. - 5:00 p.m.

LOCATION: Murray/Cedar Park U of U

Instructor: Cheryl Ransom

Cost: \$295

(Current members of NAPM - Utah are entitled to receive a "member discount" of \$95)

C.P.M. Review

Module 3 - Value Enhancement Strategies

Sourcing analysis

Supply and inventory management

Value enhancing processes

Forecasting and strategies

Thursday, March 22, 8:00 a.m. - 5:00 p.m.

LOCATION: Murray/Cedar Park U of U

Instructor: Cheryl Ransom

Cost: \$295

(Current members of NAPM - Utah are entitled to receive a "member discount" of \$95)

NATIONAL ASSOCIATION OF PURCHASING MANAGEMENT

Go to "<http://inet.aoce.utah.edu/proed/register.html>" or call (801)-585-1780 to register!

Or go to: "www.proed.utah.edu/courses/napm.html"

For more information contact:

CRAIG MICHALAK

Associate Director -- Marketing and Organizational Development

University of Utah

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Dinner Meeting Reservations

January 11th, 2001

Attention: Trent N. Baker, C.P.M.
Vice-President, NAPM-Utah

Please R.S.V.P. no later than 3:00 p.m. on Monday, January 8th.

Company _____

Name(s) Attending	Pre-Dinner Workshop (4:30)	Dinner (5:45)
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

R.S.V.P. by any of the following;

Online: www.napmutah.org

E-Mail: trent@lynnwilson.com

Fax: (801) 975-0915

Phone: (801) 972-5633 ext.114

Mail: Trent N. Baker, C.P.M.
1811 West 1700 South
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NAPM-Utah Directory of Officers

2001

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Committee Chairs:

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