



Utah Purchasing News

September 2005

<http://www.napmutah.org>

President's Message

Dear Members,
I hope that you are having a fun and safe summer.

It was nice to go to the National ISM Leadership training seminar in Las Vegas. We were given so much information, and so many new ideas it was mind boggling. I came away excited for the upcoming year.

We have a lot of things planned to help us, help you. Those of you who took time to fill out the survey, Thank-you. I was surprised at some of the responses, and I was given ideas by others. That type of feedback is so valuable to our being able to provide for your needs. It's not too late to submit your opinions; the survey is posted on the website.

Our Vice President, Jeff Palmer, has signed the contract to stay at Red Lion for another year. Their parking, service, and prices are very attractive compared to past places we have held it.

We have a lot of new volunteers, who are excited to serve, and some seasoned volunteers, who are valuable with their input and knowledge.

It's great having a professional association that helps with our careers.

Communication is very important to continue, and better serve the membership. All decisions should be based of the affiliate's best interest; so I encourage you to send me an e-mail with any comments, questions, ideas, critiques that you might have.

Either e-mail will get to me:

Pattip@xmission.com

ppittman@lifetime.com

Fax: (801) 728-1921

Looking forward to a great year!

Patti Pittman

The V.P.'s Comments

Inside Purchasing

The door is open

Paul Teague, Editor-in-Chief
Purchasing July 14, 2005

IBM has just confirmed what many readers of this magazine have learned through their own experience: The door to the executive board rooms in companies of all kinds is increasingly open to procurement professionals.

In a report on their recent chief-procurement-officer survey, Big Blue says that CEOs and Boards of Directors in companies around the world "are counting on procurement initiatives to keep their businesses favorably positioned in today's intensely competitive marketplace."

No wonder. It has become increasingly obvious that procurement is at the heart of the supply chain and, as such, has a direct impact on corporate performance. In part, that's because of the leading role procurement plays in supplier management. As IBM says in its report, suppliers are more important to corporations than ever. It's procurement's job to maximize their value and minimize their risk. No one else can do that job.

So, how to focus your efforts in the new and expanded world of purchasing? Among the most important steps are these, says IBM: First, shed the thought that getting the lowest price is the largest measure of success. Look at the full potential of suppliers for adding value. Second, concentrate on relationships with internal customers. Help them take full advantage of the supply-side value purchasing can bring.

Gene Hagedorn is one procurement professional who does it right. As vice president of materials at Baldor Electric, he directs all purchasing for the company's motors division. He is a strong believer in bringing suppliers into product-development efforts. For example, he worked with the company's information services department to develop a special website for suppliers that gives them access to prints, specs, inventory and other items. "The more information you give suppliers, the better job they do for you," he says.

Jeff Palmer, C.P.M.

Web Seminars

ISN'T TECHNOLOGY WONDERFUL!

Modern technology allows us to take advantage of wonderful educational opportunities. For example, within the past year, ISM has begun offering Web Seminars — short, one-hour seminars offered via the Internet. Many of these Web Seminars are offered to the public at no cost. The free Web Seminars are even available to the public after the scheduled "run" date. Currently there are five archived Web Seminars, which include:

- **Controlling Meeting Costs — Procurement Strategies and Tactics**

Learn how to get the most out of your meeting dollars. Apply supply management strategies to your meeting spend and reap the rewards of cost savings, convenience and flexibility. Don't let this billion-dollar industry remain a mystery — let industry experts shed light on the nuances of meeting planning and find how you can make an impact that saves your organization time, resources and money.

Presented by ISM and OnVantage, Inc. Links to the archived presentation and the question and answer document can be found at www.ism.ws/Seminars/WebSeminar051205.cfm.

- **Contract-centric Approach to Procurement**

Procurement organizations are under immense cost and regulatory pressures to put systems in place to maximize sourcing and vendor management. But a sourcing system without a contract management and compliance system makes it impossible to maximize the value of your supplier relationships. This Web Seminar teaches you the contract-centric approach to procurement.

Presented by ISM and imany. Links to the archived presentation and the question and answer document can be found at www.ism.ws/Seminars/WebSeminar041905.cfm.

- **Making Sense of the Travel & Entertainment Spend**

Corporate travel is one of the largest categories of indirect spend and yet one of the most difficult to manage. The complexity of the travel industry combined with the challenges of capturing your company's total travel spend and travel policy compliance often results in sub-optimal contracts, costs and purchasing cycles. This Web Seminar teaches how to analyze, streamline and apply best practices.

Presented by ISM and American Express. The link to the archived program is at www.ism.ws/Seminars/WebSeminar111604.cfm.

- **Spend Management for Meetings & Events: What Procurement Professionals Need to Know**

Gain visibility, enforce control and ensure compliance in this hidden and unmanaged cost category.

Presented by ISM and OnVantage, Inc. The link to the archived program is at www.ism.ws/Seminars/Webcast110204.cfm.

- **Learn How to Reduce Costs by Optimizing Complex Services Spend**

Hear specific examples from PeopleSoft, CAPS Research and the TelAdvisor Group on how enterprises are using a combination of industry expertise, sourcing strategies and tools to lower total cost for goods and services and reduce sourcing cycle times while maintaining quality of service.

Presented by ISM and PeopleSoft. Links to the archived program are located at www.ism.ws/Seminars/Webcast041504.cfm.

Cont'd

Don't miss the remaining Web Seminars scheduled in the upcoming months of 2005:

- **Basics of Intellectual Property (IP) Laws**
- **State of Law on Electronic Commerce**
- **The Business Side of Supply Management: Influencing Senior Management**

For program descriptions and registration information about the upcoming Web Seminars, visit the ISM Web Site at www.ism.ws/Seminars/WebSeminars.cfm.

Patti Pittman

Congratulations to your affiliate for being one of ISM's 2004 Affiliate Excellence Award winners. Here is a group photograph that was taken at the 90th International Supply Management Conference in San Antonio.



Regards,

Linda Thomas
Senior Associate, Affiliate Support

From the "Just in ETime Newsletter" from ISM:

- August Manufacturing ISM *Report On Business*®: PMI at 53.6
- New ISM Web Seminar -- Basics of Intellectual Property (IP) Laws
- Social Responsibility Survey
- ISM and OnVantage, Inc. Present a FREE Web Seminar
- Web Site of Interest
- Term of the Day
- Just in ETime Subscriptions are FREE
- Contact Us

August Manufacturing ISM *Report On Business*®: PMI at 53.6%

Economic activity in the manufacturing sector grew in August for the 27th consecutive month, while the **overall economy** grew for the 46th consecutive month, say the nation's supply executives in the latest **Manufacturing ISM *Report On Business*®**.

The report was issued today by Norbert J. Ore, C.P.M., chair of the Institute for Supply Management™ Manufacturing Business Survey Committee. "The manufacturing sector grew for the 27th consecutive month in August based on the ISM data. While not as strong as in July, the PMI still indicates significant economic growth in both manufacturing and the overall economy. Both New Orders and Production continue at relatively strong levels. This month's comments from supply managers indicate great concern over recent new highs in the energy commodities. Many express concerns as to whether current business strength can be sustained if high energy prices persist."

**New ISM Web Seminar --
Basics of Intellectual Property (IP) Laws**

September 7, 2005

10:00 a.m. Pacific / 1:00 p.m. Eastern

Join ISM for this one-hour Web seminar to find out how IP rights and requirements impact your role in supply management. Providing a solid overview of the various laws associated with patents, copyrights and trademarks, you'll walk away with an understanding of the requirements, objectives and benefits to support and protect your organization.

Social Responsibility Survey

Do you have an opinion on supply management's role in company-wide social responsibility initiatives? Let your voice be heard!

For those readers who haven't already responded, please take 30 seconds to answer our three-question Yes or No survey. The results will be published in the article "Social Responsibility: A Business Case" in the October issue of *Inside Supply Management*®. This article details a tool available on ISM's Web site that helps companies work through the process to establishing a social responsibility program.

To those readers who have already taken the time to respond to the survey; we thank you.

ISM and OnVantage, Inc. Present a FREE Web Seminar

Managing Meetings Related Spending: Process Change and Data Analysis for Greater Control
September 8, 2005, 11 a.m. Pacific / 2 p.m. Eastern

Over the last 5 years, the Strategic Sourcing Group at Washington Mutual has achieved a high level of sophistication in most areas of procurement. One of their most interesting challenges has been the meetings and events category. Sign up for this Web cast and hear how Washington Mutual has controlled the meeting spend.

Web Site of Interest

Today's Web site of interest is: **Answers.com**.

Answers.com is a free, reference search service that provides instant answers on thousands of topics. Answers.com displays short, snapshot answers. Answers come from over 100 sources such as encyclopedias, dictionaries, glossaries and atlases.

Please note: This external Internet address contains information created, published, maintained, or otherwise posted by institutions or organizations independent of ISM. Links from this Web site, or any other Web site(s) accessible from this Web site, to any product, entity, service, or information, do not constitute a recommendation by ISM. ISM is not responsible for the contents of any other Web site.

Term of the Day

Today's ISM Term of the Day is: **HEDGING**.

Definition: A "futures" purchase or sale entered into for the purpose of balancing a sale or purchase already made, or under contract, in order to offset the effect of potential market price fluctuations.

A different Term of the Day is posted on the ISM Home Page (www.ism.ws) each day -- 7 days a week. The Term of the Day is taken from the *Glossary of Key Purchasing and Supply Terms*.

ISM members can access the online Members Only *Glossary of Key Purchasing and Supply Terms* which includes terms from the private, public, and various industry sectors, and from a wide variety of sources. The *Glossary* can be browsed alphabetically, or searched by keyword.

Help us update this *Glossary*! If you don't find the term or definition that you are looking for let us know. We will be updating the ISM *Glossary* in the coming months, and your input will be useful for the new edition. To contact us regarding the *Glossary*, e-mail: surveys@ism.ws

Just in ETime Subscriptions are Free

The *Just in ETime* e-mail newsletter delivers ISM- and purchasing/supply-related news and updates to subscribers' desktop every other week -- FREE! Breaking news, such as the ISM *Report On Business*[®], information on upcoming seminars and programs, changes to certification rules/requirements, as well as Web sites of interest to supply/procurement professionals.

Contact Us

Questions/Comments? Contact [Cheryl Chadwick](#) at ISM.

If you would like to sponsor this e-newsletter, contact [Cindy Urbaytis](#) at ISM.

Marketing Corner

Another NAPM-Utah season has begun!! It is time to invite the people in your office who could benefit from what NAPM has to offer to take a closer look.

NAPM-Utah maintains and extends professional standards of competency for all matters pertaining to purchasing, materials, research, and education in Utah. NAPM-Utah, through alliances with its members, other affiliates, and other organizations, offers research, education, certification, and management programs to further the understanding and growth of the profession, servicing anyone interested in any phase of purchasing and materials

NAPM-Utah, combined with Mountainland Applied Technology, hosts C.P.M. preparation classes held at the MATC campus in Orem, taught by our Communication and Education Chair, Cheryl Ransom. They also host fall and spring reviews for the C.P.M. exams. The C.P.M. reviews are held over four days, with one day dedicated to each module of the test. The reviews are free to the members and are usually held at a local university.

NAPM-Utah holds nine Utah County Luncheon meetings, nine Professional Development meetings, and nine Salt Lake County meetings per year and tries to schedule and host two seminars or training events as well. NAPM-Utah schedules at least four national level speakers per year while the others have regional reputation. The Pro-D and Program committees have maintained a good program balance between hard-core professionalism and lighter topics with professional interest.

NAPM-Utah has created a scholarship program to support members and has granted major support to a regional business survey and business conditions report.

NAPM-Utah sponsors several Satellite Seminars, a Supplier Fair, and other fundraising events throughout the year to support operating costs

NAPM-Utah posts this wonderful monthly newsletter on the web, which provides excellent articles, news of the affiliate, educational opportunities, job opportunities, and upcoming events.

The 2005-2006 Action Plan seeks to generate a significant increase in NAPM-Utah membership and activities, retain membership, and reduce membership loss so lets get going! Recruit, Recruit, Recruit!

Shelley Black C.P.M., A.P.P.

Marketing Chair

The ISM Corners

Supply Management:

Maximizing Opportunities; Managing Risk. Supply management professionals control trillions of dollars. Every organization - whether manufacturing or service, large or small - employs at least one person who is involved in supply management activities. The position title(s) may not include the words "supply management," but supply management processes and activities must exist for an organization to survive.

Institute for Supply Management™ (ISM) defines supply management as the identification, acquisition, access, positioning and management of resources that an organization needs or potentially needs in the attainment of its strategic objectives.

Supply management activities include:

- Purchasing/procurement
- Contract development and administration
- Negotiations
- Transportation and logistics
- Physical distribution and warehousing
- Inventory control and management
- Strategic planning / sourcing
- Product / service development
- Manufacturing
- Problem solving
- Relationship management
- Supplier evaluation
- Economic forecasting
- Materials management

In a large organization, there may be several thousand supply management employees working on various projects and reporting to a senior level supply management professional.

In smaller organizations, there may be only one person handling several supply management functions.

Supply management has grown from a tactical function of purchasing/procurement into a key strategic role within organizations. Supply management now:

- Improves the bottom line
- Acts as an information source
- Increases efficiency and productivity
- Improves competitive position and customer satisfaction
- Impacts the organization's image and social policy
- Trains the organization's future leaders

Supply management exists to explore business opportunities and implement supply strategies that deliver the most value possible to the organization, its suppliers and customers.

Because strategic supply management is the key to gathering market intelligence and developing cost reduction processes, the organization benefits the most when the top supply management professional is a member of the organization's senior management team. In this leadership role, supply management professionals must be knowledgeable and understand all areas of the business in order to develop strategies consistent with the organization's goals and successful business procedures.

With the increasing technology and demand for global operations, supply management is often involved in finding sources for products and/or services from international suppliers. An understanding of global business concepts is increasingly important for those in the profession.

Supply management activities directly impact an organization's profitability and operational success.

Submitted by Anna Worthington

Communication Chair's Comments

Robert Half International recently did a survey on how much do you love your job. We all know people who have happily found a compatible, lifelong profession and others who just can't seem to settle on one career path. Where do you fall along this spectrum? Take our quiz and find out!

1. Which statement best describes your overall attitude about your career?

- A. Without work, I'd feel empty and life would have little meaning.
- B. I work to pay the bills
- C. My career is fulfilling part of my life. I derive a great deal of satisfaction and enjoyment from my work, as I do from other parts of my life.
- D. I've done a lot of different kinds of work, but I haven't found anything I'd commit to for the long-term.

2. If you were to lose your current job tomorrow, what would you do?

- A. I'd have no reason to get out of bed in the morning.
- B. I'd be glad, because I'm bored with this job already.
- C. Initially, I'd feel disappointed. But then I'd assess my options, activate my professional network and launch a full-scale job search.
- D. I would be disappointed at first, but given time, I might actually look forward to moving on to something new.

3. How would you characterize your career plan?

- A. It's solid. I don't let anything get in the way of achieving my professional goals.
- B. I don't really have a career plan; I just go where my career takes me.
- C. My career plan is like an unfinished painting with an established framework. I know where I'd like to go, but I'm open-minded and flexible about how best to get there.
- D. My "plan" is to preserve my freedom as much as possible and not get stuck in a routine.

4. What is your attitude about having to work overtime?

- A. I'm usually so wrapped up in what I'm doing that I end up staying after hours anyway.
- B. I only put in the hours that are required; there's no overtime for me.
- C. I accept it as an inevitable and occasionally necessary part to today's workplace.
- D. If I'm asked to work overtime too often, I'll probably put feelers out for a new job.

5. Which choice best describes your relationship with your supervisor?

- A. I want her job. Than I want her supervisor's job.
- B. I try to stay out of my manager's way.
- C. My supervisor is a mentor as well as a capable manager.
- D. I'm not too close with my boss, since I don't stay at any job for too long.

6. Which of the following best describes your relationships with your co-workers?

- A. If they can help me advance in my career, I cultivate a close professional relationship.
- B. I wouldn't be able to survive without them; bantering with my colleagues helps me pass the hours.
- C. I generally like the people I work with and enjoy collaborating with them.
- D. I don't know them that well, but they seem friendly.

7. A co-worker takes full credit for a project on which you did the majority of the work. As a result, she--not you--will be considered for a promotion to a higher-paying more prestigious position. How do you handle this situation?

Submitted by

Cheryl Ransom

The Pro-D Chair's Comments

Welcome to the 2005-2006 year! My name is Steven Cherecwich, (that is pronounced chair-witch), and I am the Pro-D chair for NAPM-Utah. So what does that mean? I mean really, what does the Pro-D chair actually do?

By definition, I have a simple job. I need to line up the speakers for the both the pre-dinner speech as well as the dinner speech. It's also under my realm to organize the winter and summer socials, as well as any fund-raisers we do. Oh yes, and the big events for Purchasing Month (that's March).

In actuality, it can be a lot harder than that. I have the wonderful help of Susan Fowler, Cathy Gillies, and Susan Maass to help with all this --- and let me tell you, it's going to be a GREAT year.

One of the first things you'll probably notice is the speakers this year. We've taken some time to review the various surveys and listen to all the different people in our organization, and we've tried to tailor a list of speakers that doesn't cater to any one industry, but rather hits every industry at some point. This way, you not only get training about your sector, but you will also get to see what the other guys are doing, and this means, that just maybe, you'll get some unique ideas to take back to your industry.

I hope everyone has an enjoyable year, and if you have any questions at all, or if there is a particular speaker you'd like to hear, or a topic you want spoken, please please email me at NAPM@us.usana.com

Thanks,

Steven

New Feature: Spotlight: Board Member

Susan Fowler, C.P.M.

Susan was born in Salt Lake City, Utah where she has lived her entire life. She graduated from South High School. Susan said she never went to college. She grew up with the mind-set that she would be a wife and a stay-at-home mom. Susan married Gary Fowler in 1971 when she was 18 years old. She has four children and eight grand children. Number nine is due the middle of September. Susan loves cruises. She has been on ten! She is going to Hawaii in November. She keeps busy with her work, her church (She is currently the Young Women's President), and her family.

Currently, Susan is the breadwinner of the family. Her husband Gary is medically retired and is doing well at being a "househusband." She is currently working at Nichols in Salt Lake City. They make giant signs. Susan's career highlight is getting her C.P.M. She said it was the hardest thing she has ever done.

Susan has been a NAPM-Utah member for approximately three years. She has recently been elected to the Board of Directors where she will serve as our "social" coordinator.

NAPM-Utah appreciates Susan's enthusiasm, hard-working positive attitude, and her radiant smile!

Satellite Seminar Schedule:

Thursday, October 20th 2005 "**Tools for Negotiation Success**"

Thursday, April 20, 2006 "**Risk and Change Management**"

Thursday, February 9, 2006 "**Ethics in Supply Management**"

Thursday, June 8, 2006, "**Buying Travel, Energy, and other Services**"

Location: Utah County USU Extension Services Room, Center/University Avenue, Provo, Utah

Other locations to be announced.

Announcement:

NAPM-Utah in consort with ISM will sponsor a WRITTEN exam for Module 3 and 4 on October 19th at West Jordan City Offices 8000 South Redwood Road, 3rd Floor Blue Room. Module 3 will be from 9:00 to 10:30 and Module 4 will be 1:30 to 3:30. If there is enough interest, Module 4 can also be given on another day.

Cost is \$60.00 (regular price). Contact Cheryl Ransom, Education Chair at 1-800-633-0669 X 20, cherylransom@hotmail.com/cransom@insta-chain.com to register. **DO NOT REGISTER THROUGH ISM FOR THIS SPECIAL EXAM.** You will only be charged if you take the exam. \$60.00 checks/credit cards should be made out to ISM.

NAPM-Utah will be offering a one-day review class for module 3 and 4 on Tuesday, October 4th at the West Jordan City Offices 8000 South Redwood Road, 3rd Floor Blue Room. Cost will be \$25.00 to cover material/film costs. Even if you have taken prep courses, you may want to attend this class. Emphasis will be on questions/topics most frequently missed. Contact Cheryl Ransom, Education Chair to register or to get more information.

History Corner

NAPM-UTAH Historical Documentation Needed

Do you have a file in your office or home of old NAPM-UTAH documents that you hate to throw out but would like to pass on? If so, please bring any original NAPM-UTAH or related documents such as minutes, brochures, speaker info and/or pictures to the September or October meeting for use in an affiliate scrapbook. (Good photocopies are also acceptable.) I'll have a box by the door for these documents. Please

include dates and names on a separate but attached sheet of paper, if you have that information. I will begin compiling a book of affiliate history and have it on display at future meetings and events.

Thank you & Here's to another great year!
Tracey K. Stevens, C.P.M.
NAPM-UTAH Historian



RSVP

For September 8, 2005 meetings
Attention: Steven Cherecwich
Pro-D Chair
NAPM-Utah

Please R.S.V.P. no later than 3:00 p.m. on **Friday, September 2, 2005.**

Company _____

Name(s) Attending	Member	Guest	Pro-D Workshop (4:30)	Dinner (5:30)
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please remember that the association currently pays for the meal at one monthly meeting for Regular and Lifetime Members. In order to spend our association dues wisely, we rely on your RSVP to provide an accurate meal count to the hotel.
 (For Guest registrations, please check web for details).

RSVP by any of the following:

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MISSION

NAPM-Utah serves as a center of excellence in the development of supply management.

VISION

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 a diverse membership, and there are no barriers to full participation in the association.

Officers

2005-2006

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2005-2006

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Vacant:
Librarian

Please contact Patti Pittman at (801) 728-1259 if you are interested in the vacant position.