

<http://www.napmutah.org>

January NAPM Meeting

Happy New Year!



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Thursday, January 8, 2009

Location: Radisson Hotel, Downtown
215 W. South Temple, Salt Lake City, Utah

4:30 p.m.—Pro D Workshop

Speaker: Lynn Richardson, CCP
Vice President of Human Resources for SOS Staffing Services, Inc.

Topic: Human Resource issues within the organization from the job provider perspective.

5:30 p.m.—Dinner Meeting

Speaker: Christine Kronkow, CSP
Salt Lake City Regional Manager for SOS Staffing Services

Subject: Current job market, resume writing and interviewing skills from the job seeker perspective.

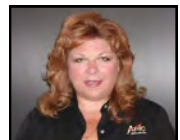
Wednesday, January 21, 2009

Central Utah Branch Luncheon

11:45 a.m.—1:00 p.m.

Location: La Quinta Inn, 1460 S. University Avenue, Provo, UT (exit 263)

Where Did That Come From? – Understanding the Systems that Send You Buy-Signals Purchasing and Procurement professionals are often asked to react to the buy-signals that come from replenishment planning and re-order systems, but may not know how these systems determine it is time to signal. Using concepts and terminology from the APICS Body of Knowledge, this presentation is designed to develop a good basic understanding of replenishment/re-order systems.



Topics addressed will include:

- Supply and Demand Patterns
- Sizing Decision Rules
- Order Point Systems (including MRP)



President's Message

TALKING POINTS in 2009

Happy New Year! Like many of you, I'm motivated to start the New Year with some goals in mind and a new direction for 2009. As part of that thought process, I'm looking for tips on how I can achieve my goals and ran across a great idea for my next meeting. This idea can be used for either formal interviews or important meetings with management.

Prior to your meeting write out three points that you must make. Creating "talking points" is a great way to keep yourself focused. Executives do it, politicians do it, even actors and actresses on the late night talk show circuit do it, and you should too.

Remember, it can be so easy, particularly in this difficult economic environment, to let the anxiety and concern of the meeting or job hunt overwhelm us. We want to make a positive impact so badly but it's

important to recognize the meeting or interview for what it is: a reflection on you, a sales call of you and your ideas.

And you're selling the most important thing you'll ever sell: you, your experience, and your labor.

So before your next meeting or interview; sit down and write out the three critical points you want to make. They should be focused less on the "what" of your idea, past and your accomplishments, and more on the "why" of how this idea or past experiences proves to the manager or the interviewer that you are the right person to help your new boss and your new colleagues achieve their difficult goals in the challenging year that 2009 is shaping up to be.

Last, take one of those brightly colored Post-It notes and stick it on the

outside of your folder or portfolio. You can either write out your three points on the Post-It, or just leave it blank and let it serve as a silent reminder to you - "I must make my points." Because having a brightly colored Post-It there, and keeping it in your field of view, will jog your memory and bring you back to your critical themes.

Try this "tip" a time or two and see if you get better results when you use this process. And, practice makes perfect so try it a few times for even better results. Remember, YOU have so much to offer your current or future employer but it's up to YOU to sell yourself!

Here's to GREAT SUCCESS in 2009!
Tracey K. Stevens,
C.P.M., CPPB
NAPM-UTAH President



Creating "talking points" is a great way to keep yourself focused.



Pro-D Workshop Speaker

Lynn Richardson, CCP is a Senior Human Resources Professional with over 25 years experience in Human Resources, 20 of those years specializing in the staffing industry. He

currently serves as Vice President of Human Resources for SOS Staffing Services, Inc. His primary expertise includes employee relations, leadership training and salary

administration. During his career Lynn has developed and overseen Human Resources functions for several major corporations, two of those companies had annual revenue in ex-

Pro-D Workshop (continued)

benefits administration and leadership training, which includes Franklin Covey training certification. In addition, Lynn serves as a mentor and conducts manager and supervisory training for many large volume client supervisors and managers. Lynn participates in an annual executive level Human Resources roundtable discussion, hosted by Utah Business Magazine. Lynn has often been invited to speak at the University of Utah, Utah State University and Salt Lake County Department of Workforce Services. SOS Staffing Services, Inc is a large em-

ployer with Corporate Headquarters in Salt Lake City. SOS has branch offices located throughout 18 states and employs over 70,000 personnel. Through Lynn's efforts, SOS is recognized as one of the top employers, as rated by its employees, in 4 western States, Oregon, Washington, Colorado and Utah.

Lynn will address human resource issues within the organization from the job provider perspective. The topic will cover how to properly interview and what to look for to better understand the po-

tential employee. He will discuss how to research compensation and dissecting the information to give you a better understanding of what the position you are hiring for should be compensated. This information will be beneficial to the hiring manager, the manager with supervisory requirements, and the employee as they gain an understanding of what the employer is looking for.



Pro-D Dinner Speaker



Christine Kronk, CSP is the Salt Lake City Regional Manager for SOS Staffing Services overseeing five branches in temporary and direct placement services.

With over 12 years experience in the staffing industry,

Christine is active in the community with involvement in groups such as Salt Lake Employer Committee and EDCU. Her expertise in employee placement ranges from C-level to individuals just entering the life of employment.

Her presentation will discuss the current job mar-

ket and resume writing and interviewing skills from the job seeker perspective. Attention will be given to individuals within all levels of the organization including what you can do now to prepare for career enhancement and searching and getting a career within a desired organization.



Central Utah Luncheon—Speaker Merri Rich



Merri Rich is a Senior Business Consultant with 27+ years of experience in manufacturing, production and materials management. Her manufacturing responsibilities have included the management of inventory analysts, purchasing, receiving, shipping, stockrooms, cycle counting, production, planning, master scheduling, and shop floor control.

Her 'real-life, hands-on' experience is extended to the clients she serves as a Senior Business Consultant. Ms. Rich has worked with a wide variety of com-

panies representing many industries, helping them in the selection and implementation of Enterprise-wide software solutions and process improvements to increase profitability. Her expertise is in:

- process improvement
- project management
- materials planning, procurement, and management
- production planning, execution, and control
- manufacturing cost accounting and analysis

Ms. Rich was certified in Production and Inventory Management (CPIM) by APICS - The Educational

Society for Resource Management (formerly the American Production and Inventory Control Society) in 1988. Merri served the APICS Salt Lake Chapter on its Board of Directors for nine years. As an Adjunct Professor for Weber State University for seven years, she taught the following courses:

- Fundamentals of Inventory Control
- Material/Capacity Requirements Planning (M/CRP)
- Master Production Scheduling (MPS)
- Production Activity Control (PAC)
- Inventory Management (IM)

Supply Management Challenge Answers

I Resolve to Answer these Supply Management Challenges in 2009

In Lori Peterson's Plan for a Prosperous 2009 (NAPM-Utah newsletter, December 2008) she listed five key questions to ask when setting 2009 goals. I asked myself the five key questions and was surprised by some of the goals that I quickly discarded, most of which are personal and not worth your time to read except for the comic relief they would provide. Anyway, here are a few of my supply management challenges that I've resolved to answer in 2009:

Challenge One: Do not implode or explode, just communicate.

In my tortuous quest to become a certified professional in supply management, the importance of communication was a constant reminder in every aspect of the study of the supply management profession. Verbal, non-verbal, outside the organization, inside the organization, physically, numerically, whatever, communication is king, queen and sometimes jester. The point continually hammered into my frontal lobe was: what is a CPSM if not a master communicator? I know exactly which supply management communication challenges I have before me in 2009 and, as Lori suggested, I have developed a plan to succeed

or at least go down raging, raging against the dying of the light (with apologies to Dylan Thomas.) I've carefully planned it out so that I can obtain my goals. Not only that, I communicated these goals to my boss and incorporated them into my 2009 performance plan. She signed off on it, too, so let the suffering begin! Just kidding, I actually feel pretty good about having a plan (thanks Lori.)

Challenge Two: See challenge one.

Actually, challenge two takes communication one step further, to supply management training and education. Of course, we all know that if you have

what is a CPSM if not a master communicator?

Supply Management Answers (continued)

your CPM or CPSM you must continue to learn, and to document how you are continuing to learn or you don't get to keep your certification. This requires a metric ton of communication from every side. If you have questions about the continuing education that is required to keep your certification please communicate them to John Carpenter. John is NAPM-Utah's education chair and has forgotten more than I will ever know about certification and continuing education. I suffered too much in obtaining the CPSM to let it expire because I didn't plan for enough continuing education hours to maintain it.

The CPSM Study Guide's Task 3-A-14 (2008 ISM) deals with conducting and authorizing training for the professional development of the staff. It actually answers questions about how to create a training curriculum for supply management professionals. Again, I have a plan about how to improve education

opportunities in our department. Right now, it is recorded only in my head and I have more questions than answers. My next step is to write down the questions and then sally forth and communicate, hopefully with folks who can provide answers that will stand up to my department leader's inquisition.

Last Challenge: the bear went over the mountain.

Why did the bear take on the challenge of lumbering over the precipice? Please no wisecracks about rifles and bio breaks in the woods. Lori's fine article last month challenged us, as we are setting goals, to ask ourselves where we are now, where do we want to be, and why. I found the most interesting question to be why. Did she mean for me to ask why I'm where I'm at now, or did she mean for me to ask myself why I want to eat an ice cream sundae on the crest of Mount Timpanogos at sunset on June 21 while singing The Canadian Railroad Trilogy between mouths? I suspect that she

meant to question the goal, not where I'm at right now, especially if she had any inkling that ice cream eating while singing was a fleeting (and very personal) 2009 goal if for only a fleeting moment.

I've answered the question about why I should challenge myself to perform up to supply management's high standards: I want to see what is on the other side, the side where world class supply management is brought to the forefront as a fundamental part of my company's success as demonstrated by actions that get measurable, sustainable results which are acknowledged at all levels of the company. The challenge is to step up to it every day and be the example, don't talk it. So, here we go. Bring it on. In the meantime, I'll get out the makings for that ice cream sundae.



Mike Bernard
CPSM

Membership Committee News

The membership dues have changed. When filling out the Membership Application there is a box for regular membership.

Annual ISM/Affiliate Dues:	\$110
Administrative Fee:	\$ 20
Affiliate Initiation Fee:	\$125
Total	\$255

(The fee for renewal is \$225)

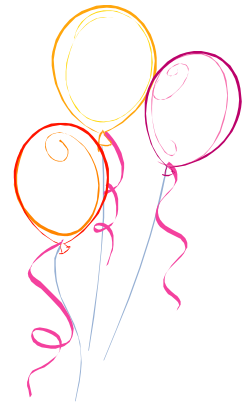
Please fill in the blanks with "NAPM Utah" when asked for affiliate name

David B. Stokes
Purchasing Manager



Welcome New Members

Ana Abram	Scott Kirkham
Trent Allgood	Kurt Kupfer
Brian Anderson	Marcy Larsen
Margery Anderson	Scott Laycock
Wesley Arch (Student)	LaMar Layton
Steven Baer (Student)	Patricia Lewis
Vicki Barber CPSM, C.P.M.	Ryan Lindstrom
Donna Beaupre	Steven Littlefield
Brian Bender (Student)	Burke Mason
Scott Bodine	Jackie McKinney
Brad Bowen	Joseph McKnight
Kevin Capener	Dale McMillan
T. R. Cebrowski	Jeana Miner
Matthew Cluff	Jeffery Mitchell
Robert Cunningham	Dennis Muir
Michael Daniels (Student)	Colby O'Very
Matt Davidson	Jeffrey Ogden
Lisa Dixon-Walker	Oscar Ontiveras
Misti Duke	Tina Peterson
Wendy Dungan (Student)	Sandy Poll
Michael Elliott	Ahmad Rahal (Student)
Connie Elmer	Lori Randall
Gordon Ewell	Wesley Reynolds
Heidi Frampton	Wagner Ribeiro
Gregory Friel (Student)	Donald Ross C.P.M.
James Fronk C.P.M.	Todd Russell
Benjamin Fullmer	Jennifer Shaw (Student)
Bruce Grant	Drew Shelby C.P.M., A.P.P.
Bruce Hawkins	Jenny Shelton
Burke Hill	Nikki Starr
Stephen Hill (Student)	Cary Swapp
Ira Hinckley	Emmanuel Takyi (Student)
Mark Hirschi	Omar Taveras
James Hodgson	Curtis Terry
Jonathan Hoopes	Christopher Thackeray
Justin Horsley	Colin Thornell
Mary Hughs	Michael Tutton
Anabel Jackson (Student)	Lisa Valencia
Joe Jex	David Warburton
Todd Jolley	Brad Whitesides
Lucas Jones	Scott Wood
Tamara Jones	Gary Young
Jonathan Kempton	Matt Zdunich



VP Corner

Learning from the Past

I looked around my desk as I pondered about the subject matter for my next article. I struggled to think of anything that I thought would be of interest to others. Nothing seemed too exciting or new.

A closer look at my ongoing projects revealed something that did excite me a bit. Many of the in-process bids and RFPs that I was working on had something in common. They all contained some kind of process improvement that made the bid or RFP better than the last time we bought the same items or services. For me this is what makes the job interesting.

When you start a new procurement project be sure to take the time to analyze what happened on the last solicitation. Keeping in mind that I mainly handle procurement for items that result in long-term con-

tracts, here are some things to think about.

Did the last bid or RFP yield the best results possible? If not, why? Brainstorm with coworkers and end users and then act on ideas that will yield better results. Tap into the talents and knowledge of your work group.

Are your specifications outdated? Do they reflect today's needs? Do some research!

Was the last bid or RFP hard to evaluate? Know up front how you will evaluate and award the bid or RFP.

Are your forms easy to read and understand? Simplify and remove repetitive language.

Was your last document missing any pricing information or other criteria that you wished you had asked for up front?

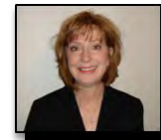
Are there any ways you can make this procurement less

costly to your company as far as administrative costs?

- Could the term of the contract be longer than last time?
- Can you do the process with less paper?
- Think about why the contract might need to be amended and write language that will minimize the need for amendments?

The challenge of using your talents to better a process each time around instead of doing the same old thing feels great. On the other hand, I've also learned that if things are going great, don't try to re-invent the wheel!

**Jerilyn K. Midthun, C.P.M.,
CPPB
NAPM-UTAH Vice President**



Term of the Month



DE-ESCALATION CLAUSE

Affords the purchaser continuity of supply while allowing the seller to review selling price, cost and profit margins in the event that costs escalate. Conversely, if costs decline, the buyer may receive the benefit of reduced prices.

A different Term of the Day is posted on the ISM home page at www.ism.ws day—7 days a week

Member Benefit of the Month — Business Book List

NAPM-UTAH Board

Tracey Stevens, President
Jerilyn Midthun, Vice President
Lori Peterson, Secretary
Blaine Moon, Treasurer
Santos Ontiveros, Coordinator
Julia Tumanuvao, Past President

Mike Bernard
Cody Branz
Dan Darrington
Dave Schofield
Tiffany Sorensen
Gerald Tramposh

Aaron Cameron, Communication
John Carpenter, Certification
Steven Cherecwich, Web Master
Claudine Peterson, MemberRoster
Douglas Simons, Education
Debbie Smith, Newsletter
David Stokes, Membership

We are on the Web!
www.napmutah.org

If you wish to contribute an article or items of interest, please submit material to Debbie Smith at dsmith@graniteschools.org

New to the Members' Only section of the ISM Web site, the Business Book List contains numerous books, each found to be relevant to supply managers and their functions, and reviewed by a team of supply management professionals and academic reviewers. Books are reviewed regularly, and new books are added to the list periodically.

ISM's Online Career Center now has a new feature — a database of available internships. This new benefit — available for free to all ISM student members — lists internships as job types and can be searched by keyword, company or location.

The Online Career Center, for those not familiar with it, is a valuable resource for job seekers and employers seeking qualified candidates. Including career opportunities and applicants from around the world, this section of the ISM Web site allows you to post your résumé, post a job or find other job-hunting resources.