



CompassPoints



March Is Procurement Month

News for the Public Purchasers Association of Northern Ohio

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"Procurement is essential to the nation's well-being" –NIGP Forum 2018 Opening Ceremonies

Time to celebrate the role of the public procurement profession

"When we celebrate Procurement Month, we acknowledge an elite group of professionals that have made a difference in governmental efficiency and effectiveness. This month provides the opportunity to help educate elected officials, administrators, taxpayers and vendors about the procurement process and the admirable work you perform every day."

Visit nigp.org to see activities & proclamations recognizing Procurement Month nationwide.

From Kim Hawkins, Department Administrator at Cleveland MetroParks:

March is Purchasing Month "let's celebrate!" Spring is here "let's celebrate!" Cleveland Indians home opener is coming up "let's celebrate!"

It seems with the coming of spring that we should be out celebrating everything! Many people are preparing for St. Patrick's Day and Easter holidays. The weather is hopefully going to improve. The increased sunshine is one of the greatest influences for people to smile. The warming temperatures bring out the flower buds across our region. Who doesn't love a drive along I-71 seeing all the daffodils blooming? Salamanders and other amphibians will be making their way to new homes as nature embraces spring. As parents we love to send the kids out to the yard to play and burn off some of that cooped up energy they have had all winter. Yes these are all great things about spring "let's celebrate" them!

We as purchasing professionals have a month to acknowledge each other in March and reflect on the impact we have in keeping our public entities financially intact. Although home and work life continues to have small burdens along the way we need to be mindful to be thankful for each day. The change of the season gives a reason to look forward to the future as we make the best of each day. Rainy days and sunny days all have 24 hours make to most of every minute of those hours!

Mark your Calendars now and help celebrate Procurement Month at our General Membership Meeting on Tuesday, March 12th . This is YOUR TIME to celebrate!



Planning Ahead

MEETING SCHEDULE

Tuesday, March 12, 2019

PPANO General Membership Meeting

8:30 AM - 12:00 PM

City of Independence Civic Center
6363 Selig Dr.
Independence, Ohio 44131

8:30am: REGISTRATION

9:00am: CALL TO ORDER

What is Lean: Introduction of Lean for Office and Service

Lean improvement activities focus on eliminating waste and speeding up the process (workflow). This is accomplished by eliminating idle time, bureaucracy, and unnecessary redundancy.

** REGISTRATION to the PPANO General Membership Meeting is available through March 12, 2019. MEMBERS and Non-Members are FREE to attend this event.*

Tuesday, June 11, 2019

PPANO General Membership Meeting

8:30 AM - 12:00 PM

City of Independence Civic Center
6363 Selig Dr.
Independence, Ohio 44131

8:30am: REGISTRATION

9:00am: CALL TO ORDER

8 Wastes

Learn about the waste that is hidden, taken for granted, in office and service environments.

** REGISTRATION to the PPANO General Membership Meeting is available through June 11, 2019. MEMBERS and Non-Members are FREE to attend this event.*

PROFESSIONAL DEVELOPMENT

Wednesday - Thursday, May 22-23, 2019

Risk Management in Public Sector Contracts

8:00am - 5:00pm

Greater Cleveland Regional Transit Authority

1240 West 6th Street
Cleveland, Ohio 44113

Instructor: [Ms. Barbara R. Johnson, CPPO, CPPB, MPA](#)

The emphasis of this course will be on developing a solid understanding of the complexities of risk management and recognizing the importance of planning, monitoring and proactive insight and oversight into risk areas related to the contract's stated performance outputs and outcomes.

What's Going On With The PPANO Education Committee?



Big Plans In The Works For 2019!

One Day Classes
- Practical Specification Writing – October 16, 2019
- How to Buy Performance Results – November 13, 2019
Two Day Classes
- Fundamentals of Leadership and Management – March 21-22, 2019
- Risk Management in Public Contracting – May 22-23, 2019
Three Day Classes
- Strategic Procurement Planning – June 19-21, 2019 (Pending)
- Developing and Managing RFPs – September 18-20, 2019 (Pending)

LOOK FOR MORE ANNOUNCEMENTS AND DETAILS AS THESE CLASSES GET CONFIRMED WITH NIGP!!!

PPANO HAS ALSO PARTNERED WITH CORPORATE COLLEGE FOR THE GENERAL MEMBERSHIP MEETINGS IN 2019. CORPORATE COLLEGE WILL BE PRESENTING FOUR (4) 1 ½ HOUR SESSIONS ON PROFESSIONAL DEVELOPMENT: APPLYING LEAN TO THE PUBLIC SECTOR.

SESSION 1	What is Lean: Introduction of Lean for Office and Service.
SESSION 2	8 Wastes
SESSION 3	5S and Kaizen
SESSION 4	Panel Discussion

(MORE INFORMATION TO FOLLOW)

Professional Development: Applying LEAN to the Public Sector.

SESSION 1 – What is Lean: Introduction of Lean for Office and Service

“In the office and service environments, Lean improvement activities focus on eliminating waste and speeding up the process (workflow). This is accomplished by eliminating idle time, bureaucracy, and unnecessary redundancy.”

- Discuss why Lean Office and Service is important to an organization’s long-term success.
- Learn the basics of Lean Improvement methodology (5 principles).
- Workflow Activity

SESSION 2 – 8 Wastes

“Producing anything that the customer doesn’t want or need is waste. Learn about the waste that is hidden, or taken for granted, in office and service environments.”

- Spaghetti Diagram Exercise
- Gemba: Muda Walk Activity
- Discussing and finding ideas for improvements within their own organizations (relating to purchasing processes)
- Conduct Gemba Walk at your organization and report back at the next session

SESSION 3 – 5S and Kaizen

“5S is a technique that results in a workplace that is clean, uncluttered, safe and well organized. A 5S environment has ‘a place for everything and everything in its place’, with all tools and materials ready where and when they are needed. Learn how 5S can help reduce waste and optimize productivity in any work environment. Also, learn the concept of Kaizen – to take a part of a process, improve it and put it back together.”

- Numbers Game or Card Game Activity
- Transactional Kaizen event discussion

SESSION 4 – Panel Discussion

“Members will gather together to learn from and with an esteemed panel that utilize the principles and culture of lean on a daily basis. In this meeting, panelists will share insights and experiences of continued improvement in the purchasing/procurement industry.”

- Participants will receive a Certificate of Completion and receive Continuing Educational Units (CEUs) 0.6 from **Cuyahoga Community College’s (Tri-C) Corporate College** for the successful completion of the workshop. End-of-workshop evaluations will be conducted either paper-based or electronically.



General Membership Meeting



PPANO ANNUAL GENERAL MEMBERSHIP MEETING

Tuesday, March 12, 2019

8:30 AM - 12:00 PM

City of Independence Civic Center

6363 Selig Dr.

Independence, Ohio 44131

8:30am – 12Noon

8:30 REGISTRATION & BREAKFAST

9:00 CALL TO ORDER – John Highman, President

- Approval of minutes from November meeting

9:05 ACTIVITY FROM CHAPTER ACADEMY

9:35 OFFICER REPORTS

President & Events Chair: John Highman

- Chapter Academy
- 2019 Forum

Vice President & Budget Chair: Shawn Becker

Secretary: Kim Hawkins

Treasurer: Lou Catalusci

Member-At-Large: Katie Wise

Past President: Charlie Rosol

9:45 COMMITTEE REPORTS AND EXPLANATION

Events: John Highman

- Golf Outing
- RTF

Awards and Scholarship Chair: Doug Machles

Education Committee Chair: Charlie Rosol

Membership Committee Chair: Seletha Thompson

10:15 INVOLVEMENT SURVEY

10:20 ASK THE EXPERT

10:35 BREAK

10:45 SPEAKER: What is Lean: Introduction of Lean for Office and Service

Description: In the office and service environments, Lean improvement activities focus on eliminating waste and speeding up the process (workflow). This is accomplished by eliminating idle time, bureaucracy, and unnecessary redundancy.

12:00 ADJURN

My Date with Chapter Academy

From Shawn Becker, Contract Administrator at Greater Cleveland RTA

Roses are red, Violets are blue.

I left my wife on Valentine's Day and John Highman did too!

Besides, what could be more romantic than a few days with NIGP in Herndon, VA?



As newly elected Vice President, I had the privilege to attend the revamped 2019 NIGP Chapter Academy with John Highman, PPANO's new President. The conference covered topics including chapter engagement, program planning and development and volunteerism.

John and I got to connect with over 80 chapter leaders from across the nation and Canada to network, share chapter experiences, and gain some tools and best practices we can implement in PPANO. It was comforting to hear how many chapters face the same challenges we face. It was a tremendous atmosphere to gain insight, as well as offer ideas to other chapter leaders we interacted with.

One of the hottest topics covered was volunteerism, which I feel is an area PPANO has tremendous opportunity to improve on. A chapter is at its strongest when its members are involved. I would encourage each PPANO member to step outside your comfort zone and find some way to become involved. No matter how little or how great, IT MATTERS.

Whether it's participating on a committee or helping out on an upcoming event, the success of PPANO is dependent upon your involvement. So find something that is your box of chocolates and dig in!



EXCITING NEWS FROM NIGP!



Register for Forum - August 25-28, 2019

To add even more value to your Forum experience, we're excited to offer our largest discount ever to members for early-bird registrations. If you register before April 30th, you'll save \$140 – almost double the savings from last year!

The largest educational conference exclusively for public procurement in North America where peers share ideas, engage and inspire one another, develop strong connections and gain a better understanding of how to tackle challenges they face along the way.

It's an opportunity to come together and rethink status quo, make ideas happen and leave empowered, ready to put these new ideas into practice and add value to your agencies.

Virtual Forum

Can't make it to Forum in person? We're now offering you the chance to participate in select sessions virtually!

More details coming soon!



Happy March is Purchasing Month! It's always an exciting time of year as February comes to a close, and we approach the (hopeful) end of the winter weather.

For those of us in the public procurement profession, it is also a time of excitement. Whether you work for a large office with many planned activities or serve as a "one person shop," at a minimum, I encourage everyone to take a few moments over the next several weeks and reflect on the importance of the profession and the value you bring to your respective agencies. To put it simply, each and every one of us is responsible for the ethical and transparent expenditure of public funds ensuring that tax and rate payers receive the best investment of their money. This is no small task.

As the PPANO Board has begun to organize its two year term, our focus has been giving back to our members and adding value to our own organization in recognition of both the profession and our members. To this end we will be giving out both a \$2,000.00 scholarship to Forum and a free class at the March meeting. This is in addition to the other activities and speaker we have planned.

We truly hope that in celebration of March is Purchasing Month, you will take advantage of all of the opportunities that PPANO has to offer!

John M. Highman, Jr., CPPB

PPANO President