Hello IPPA Membership,

As we greet the summer of 2014, most of us will be looking forward to some time off from work for vacationing or just to get away and recharge our batteries from a long cold winter and spring. To those who are going on summer vacations/time off, have a great time.

We had a great Spring Meeting in Ames on May 22nd. The feedback was very encouraging from those in attendance. Some of the comments were:

- Very impressed with our attendance! (Thank you first time attendees, new members and older members for coming and sharing at our meeting. It encourages us all!)
- The blocks of presentations were very relevant to what we do as purchasing people.
- The interaction in our SOAR exercise was informative and helped us to mingle with our peers.
- I heard some great ideas for our chapter to improve and expand. I heard people willing to participate in committee work. We shared a vision to recruit members from every county in Iowa. How awesome is that! There were suggestions to make our chapter social media sites Facebook and web site more appealing to the eye. I heard a willingness from people to help institute these ideas/opportunities. Remember, many hands make light work!

I heard some great ideas for our chapter to improve and expand. I heard people willing to participate in committee work. We shared a vision to recruit members from every county in Iowa. How awesome is that! There were suggestions to make our chapter social media sites Facebook and web site more appealing to the eye. I heard a willingness from people to help institute these ideas/opportunities. Remember, many hands make light work!

I would like to extend a big THANK YOU to the City of Ames and the DOT for the work behind the scenes to make the 2014 Spring Meeting a success.

As you read this, we are working on a site for our Fall Meeting. As soon as we receive a solid commitment, we will inform all the membership of when and where the Fall Meeting will be held.

A reminder to look at the educational opportunities in the upcoming months listed elsewhere in this newsletter.

We are the best Purchasing people in the world. We take our responsibilities seriously. We work hard. We get stressed. We do the best job humanly possible. Remember to take some time to back away, take a deep breath and go for a walk, ride a bike, take a nap or go on a vacation.

Have a great summer and see you all at the fall meeting!

New Members:
Ondrea Elmquist
City of Boone

Connie Boesen
Polk County

Shari Harvey
Polk County

Ceri Merasco
Polk County

John Tyler
Polk County

WELCOME!
Volunteering

By Laurie Hoing, CPPB, Iowa Department of Transportation

**VOL·UN·TEER** [VOL-uh N-TEER]

noun

1. a person who voluntarily offers himself or herself for a service or undertaking.
2. a person who performs a service willingly and without pay.
3. Military . a person who enters the service voluntarily rather than through conscription or draft, especially for special or temporary service rather than as a member of the regular or permanent army.
4. Law. a. a person whose actions are not founded on any legal obligation so to act.
   b. a person who intrudes into a matter that does not concern him or her, as a person who pays the debt of another where he or she is neither legally nor morally bound to do so and has no interest to protect in making the payment.
5. Agriculture . a volunteer plant.

**Famous Volunteers throughout history:**

Ben Franklin – established the first volunteer fire department (Union Fire Company), “an ounce of prevention is worth a pound of cure”. (In case anything went wrong with the use of electricity??)

Christopher Reeve – chairman of the American Paralysis Association, co-founded the Reeve-Irvine Research Center, and created the Christopher and Dana Reeve Foundation. (Used his “Superman” powers [time and money??] to help others who are paralyzed.)

Agatha Christie – served as a nurse in the Voluntary Aid Detachment of the Red Cross Hospital during WWI for three years and worked an additional year dispensing medicines for the hospital. (It’s NO mystery that this contributed to her writing style, and gave her inspiration - it is also said that she began writing while dispensing medicines to relieve the monotony of the job. What’s YOUR “poison”?)

Ella Fitzgerald – “The First Lady of Song” – She sang in a public service announcement for the March of Dimes to bring about awareness of the fight against Polio. (Put a little JAZZ in your life by serving others!)

Sally Ride – USA’s first female astronaut was a supporter of Girl Scouts and created “Girl Scout’s Camp CEO”, where professional women would pair up with minority girls, and founded “Sally Ride Science”. Inspiring girls to explore and to sustain students’ natural interests in science and technology. (Sally wasn’t just along for the ride…she was a driver!)

These volunteers most likely didn’t have any idea where their volunteerism would take them or how many others they would touch through their service. They mostly saw a need and stepped up, and inevitably it led to personal as well as professional development in their lives, not to mention the long lasting effects on the lives of others!
Volunteering Cont.

As I have said before, the IPPA will not thrive, grow or even sustain itself without the members volunteering to take on roles within the organization! Not only does it provide personal satisfaction, but it helps develop skills to be used in all facets of your life, and may lead to inspiring others or helping others with skill development. If you aren’t adept in a particular skill, sign up as a committee member in that area. The things you learn will benefit your future in more ways than one, not to mention that it also looks great on a resume! Who knows when the skills you learned as a volunteer will be of benefit to your future?

Think about it, and contact a member of the Nomination committee (see below) to begin your own “volunteer” journey.

***As Paul Harvey (who began his career in radio as a volunteer at the local radio station in Tulsa, OK at age 14 in the 1930’s) would say, “Good Day”!

Laurie Hoing, CPPB– Chair
Purchasing Agent 3
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010
515-239-1168
515-239-1538 Fax
E-mail: Laurie.hoing@dot.iowa.gov

Diane Rodenkirk, CPPB
Purchasing Agent, Purchasing Services Division
City of Cedar Rapids, 101 First Street
SE, Cedar Rapids, IA 52401
Office: (319) 286-5023
Fax: (888) 815-3659
E-mail: d.rodenkirk@cedar-rapids.org

**GREAT Nonprofits Blog http://greatnonprofits.org/nonprofitnews/5-historical-figures-who-were-famous-volunteers/
*** The Guide to United State Popular Culture http://books.google.com/books?id=U3r1xPYT32MC&pg=PA368&lpg=PA368&dq=did+paul+harvey+aurandt+do+volunteer+work&source=bl&ots=0q7f8cwyHW&sig=yiCgIvMJvFi4EVA5p9M7hC1vmaA&hl=en&sa=X&ei=_BeSU-PxN4KpyATEz4CoDw&ved=0CDQQ6AEwAg#v=onepage&q=did%20paul%20harvey%20aurandt%20do%20volunteer%20work&f=false
For those who were unable to attend the spring meeting, this is an update of IPPA awards program changes for 2014.

While there will continue to be four awards in 2014, there are changes to all of them. The four awards sponsored by our chapter are:

- Manager of the Year
- Buyer of the Year
- Member of the Year
- Volunteer of the Year

The deadline for submission of nominations for Manager of the Year and Buyer of the Year awards has moved from spring to fall in order to be compatible with the NIPG awards program. Nominations for all four awards may include accomplishments for a three-year period (2012 through 2014) during this transition year.

There are significant changes for the Manager of the Year and Buyer of the Year awards. Documents for these two awards are now available on the IPPA website https://sites.google.com/site/ippamembers/awards. There is no required form or format for nominations.

Documents for Member of the Year and Volunteer of the Year are finalized and approved by your board of directors. They are available now from committee members, and will be available on the IPPA website soon. If all goes as hoped, you will be able to fill in a sample form and submit it on line for these two awards. However, the form is not a requirement; it is provided for convenience only.

All nominations are due September 15, 2014, and awards will be announced at the fall annual meeting. Nominations are to be submitted electronically to the new e-mail address IPPAawards@gmail.com. Presidents of other NIGP chapters have volunteered to evaluate nominations for our chapter. Winners will be announced at the annual meeting in the fall.

The committee appreciates input from chapter members about this program. Please contact us with your questions, comments, and suggestions.

If you would like to receive 2014 documents directly, please feel free to contact us.

Luana Stoneking, Chair Stone1909@gmail.com

Jacquie Holm-Smith JacQuie.Holm-Smith@iowa.gov
**Member Spotlight**

Laurie Hoing, CPPB  
Iowa DOT

**Q: How many years in Purchasing?**

A: I have worked in Government Purchasing for about 12 years, and had a small role in purchasing in the private industry for two years before coming to work for the State of Iowa.

**Q: How did you get into Purchasing?**

A: After having had some experience with accounting and purchasing in the private sector, I applied for an accounting position at the Iowa Veterans home back in 1997, and then eventually I was led to being offered a Purchasing Agent 1 position at the Iowa Department of Public Health when my family moved to Des Moines. I have been a PA1, a PA2 and now a PA3!

**Q: What was your most unusual procurement?**

A: When I first started at Public Health, I had to buy a refrigerator. I know that isn't very unusual, but it was to me when I found out that it was to store body parts for the State Medical Examiner’s office!! It was one of the first items that I ever purchased for IDPH.

**Q: Which procurement are you the most proud of?**

A: Last year after transferring to the DOT, my first RFP was for a text later mobile application that parents can sign up for when their teens with smart phones begin driving. The DOT will cover the monthly fee for this service for all drivers ages 14-17. The application will basically “lock” the driver’s phone while the vehicle is in motion so that they will not be tempted to use their smart phone while driving. This application will also track the driver’s routes and record them via an on-line map and notate any moving violations that may have occurred. Parents will be able to log and review this information. The application will also be offered to adults if they are willing to pay the monthly fee. This program has not yet been deployed, but when it is, it will help to save lives and I can’t think of anything to be more proud of than playing a part preventing accidents and all of the other consequences that go along with that!

**Q: Where is your home town?**

A: I grew up in Marshalltown, Iowa and lived there until college in Ames. After college graduation I lived in both Tempe, Arizona and West Phoenix, Arizona for 8 months, and then moved back to Marshalltown. I moved to Ankeny in 1999, and currently live between Ankeny and Des Moines.
Member Spotlight Cont.

What do you like to do outside of work?

I love crafting and have enjoyed scrapbooking, card & gift making, making/morphing things from Pinterest, doing cross-stitch, etc. I also power walk, and love to read, if I have the time. I also love to plan vacations and travel.

Favorite book, movie, dream vacation? What is your favorite saying?

My favorite book is the Bible - it has all the drama and action you could ever desire along with the best advice for living and dying. I also love the Hunger Games book series and movies and I have been fortunate enough to have had two dream vacations already – flying to Hawaii with my family and an Alaskan cruise with my husband and two other couples - but for now my dream vacation is going to the DC area to visit my daughter as often as possible. As for a favorite saying, my parents had many, but I think my favorite was one my mom used to say in times of trouble..."this too shall pass".

Educational Opportunities

Your Education Committee, in conjunction with the IPPA Board, is pleased to announce the following classes:

- Legal Aspects of Public Procurement, Des Moines, September 29-October 1
- Get What You Need Through Successful Negotiation Strategies, Des Moines, November 6-7

Watch for upcoming flyers with registration information!

Contact the Education Committee Chairperson Heather Mell at h.mell@cedar-rapids.org with questions regarding classes.
On May 22, 2014, the City of Ames Purchasing Division and the Iowa Department of Transportation (Iowa DOT) Office of Finance, Purchasing Section co-hosted the Spring 2014 Iowa Public Procurement Association (IPPA) conference. Sixty-six purchasing professionals from a variety of agencies all across the state of Iowa registered for this event! This is the second largest ever behind the seventy when the chapter was chartered back in November 2008.

Opening remarks were provided by Lee Wilkinson who is the Operations and Finance Director for Iowa DOT. He spoke about the importance of purchasing and the various performance metrics that could be put in place to help determine how we are doing our job. He emphasized that the “standard metric is not to go to jail”. 

Judy Parks, the City of Ames City Attorney, spoke to the group about Legal Terms and Conditions and why we need them. She provided a general overview of various contract T & C’s that we encounter and also included some good pointers on each of them.

Luana Stoneking, Retired and Jacquie Holm-Smith, State P-Card Program Manager from Department of Administrative Services (DAS), presented on the latest changes to the IPPA Awards Program. Their presentation highlighted how nomination requirements will be different for this year compared to previous years. The key takeaway is that nominations for all four chapter awards are due on September 15th. The winners will be announced at the fall annual meeting.

Jacquie Holm-Smith, State P-Card Program Manager, Randy Lagerblade, State P-Card Program Analyst, and Barb Sullivan, State P-Card Program Specialist, all three from DAS presented on Procurement Cards: Best Practices. Their presentation was loaded with facts and benefits of utilizing P-Cards. It ended with the top ten best practices for a successful P-Card program.
Lunch was provided by Hickory Park. Following lunch the IPPA Business Meeting was held. The importance of volunteering was a recurring theme throughout the meeting.

Suzy Trotter, DAS and Laurie Hoing, Iowa DOT presented on Procurement Cooperative Efforts and Agreements. Their presentation highlighted the benefits, drawbacks and best practices of utilizing cooperative agreements.

Judy Lehman, Purchasing Manager for City of Cedar Rapids, Karl Wendt, Purchasing Agent from DAS, and Renee Shirley, Director of Purchasing for Iowa DOT led a panel discussion about procurement challenges.

Karen Server, Purchasing Manager for City of Ames, and Renee Shirley, Director of Purchasing for Iowa DOT presented Welcome to Our World – Procurement. This presentation highlighted the ever changing demographics of public purchasing agencies in the state of Iowa. The memorable highlight was Renee singing a duet with Elvis!

Kelly Popp, Electronic Records Management System Manager for Iowa DOT presented on Records Retention. This presentation covered document management and the reduction of system redundancy.

In the final presentation Karl Wendt, Purchasing Agent from DAS, discussed current and up and coming trends in mobile technology.

**Drawing Winners!**

Two names were drawn from those attending the IPPA Spring Meeting for FREE REGISTRATION to either the upcoming Annual Fall or Spring Meetings. The two winners were:

Randy Lagerblade (DAS)

&

Diane Rodenkirk (City of Cedar Rapids)

One name was drawn for $285.00 towards the cost of registration to an upcoming training class sponsored by IPPA. The winner was:

Brian Clayton (ICN)

**Congratulations!**
A First Timer’s View
By Stacy Sassman, CPPB, Iowa State University

I was fortunate enough to be a new attendee at this year’s IPPA Spring Meeting in May. I always try to go into these meetings with an open mind ready to absorb all of the knowledge and experience I can from the other attendees. This year’s meeting did not disappoint, I left the meeting with a mind full of great ideas.

My day began with the President, Joe Marolf, sitting next to me and introducing himself. He made it a point to talk to every one attending the conference and to meet every new attendee. He ended the day with an uplifting speech about the importance of volunteering. He even motivated me to throw my hat in the ring to run for Treasurer.

The day was filled with presentations that were both informative and relevant to today’s purchasing profession. The ones that were most memorable to me include the presentation by Judy Parks, City Attorney for the City of Ames. Judy explained legal terms, in a way that was easy to understand, and provided good and bad examples of common contract language. Karen Server and Renee Shirley welcomed us to their world of procurement by asking the audience to answer questions pertaining to the purchasing policies in place at their organizations. This information will be compiled and distributed to the membership. These were just two examples of the many great ideas presented throughout the day.

Overall, it was a great day to catch-up with old friends and to connect with new ones. The best part about this meeting is how affordable it is, especially if the location is close enough that an overnight stay is not required. And, I can’t provide a review of the meeting without mentioning the lunch catered by Hickory Park. This was definitely a perk of having the meeting in Ames!

I want to thank everyone involved with planning and organizing the event. The day ran smoothly and was well organized. The time and effort involved in putting the meeting together was apparent and appreciated by all in attendance. I am excited to see everyone at the IPPA Fall Meeting!

A First Timer’s View II
By Connie Boesen, Ceri Marasco and John Tyler
Polk County General Services

This was the first meeting of the IPPA Association that our team from Polk County General Services had attended. We all found it very informative and beneficial. We were able to meet many new people who have similar responsibilities which makes the meetings more relevant. To be able to collaborate and find out how others are handling the purchasing for their organizations offers us opportunities to learn and improve our process. We look forward to future meetings of the IPPA Association.
First Time Attendees!

David Haines, DAS
Jessica Beebower, Dept. of Commerce—Division of Banking
Connie Boesen, Polk County
Brian Clayton, Iowa Communication Network
Inkham Dara, Iowa Workforce Development
Mike Drottz, DAS-Fleet & Mail Operations
Ondrea Elmquist, City of Boone
Maudine Ewing-Carter, Iowa Workforce Development
Melana Hammond, Iowa Workforce Development
Teresa Lane, DAS
Ceri Marasco, Polk County
Tina Palmer, Dept. of Public Safety
Stacy Sassman, Iowa State University
Sherry Sayavongchanh, Iowa Workforce Development
Sheri Stephens, Iowa Communication Network
John Tyler, Polk County
Nancy Wheelock, DAS
Ann Outka, Iowa Insurance Division

Thank you all for attending!

THANK YOU!

Iowa DOT and City of Ames for co-hosting the 2014 Spring Meeting!

IPPA would like to give a big thank you to Derek Zarn of the City of Ames Printing Services for all his work on the IPPA Spring Meeting this year. His assistance was invaluable. Derek used his graphical expertise to add the new logo to registration forms, agenda, create new name tags and signage as well as Thank You cards with the new logo for all the speakers. Derek also worked with Karen & Luana to complete a mailing to encourage attendance at the Spring Meeting and provided a number of the printed materials for the meeting.

THANK YOU DEREK!
Spring Meeting Highlights Cont.

PHOTOS!
Spring Meeting Highlights

MORE PHOTOS!
Spring Meeting Highlights

MORE PHOTOS!
Spring Meeting Highlights Cont.

MORE PHOTOS!

NEWSLETTER ARTICLES

The IPPA Chapter Connection newsletter is a quarterly publication. Newsletters will be published in March, June, September, and December.

Re-certification points are given for any newsletter articles that are submitted for publication.

You may submit articles to Casey Bassett via email at cbassett@city.ames.ia.us.