“A Word From The President”
Clifton Crawford, New Castle County Government

Dear DPPA Members,

As the summer comes to an end I hope you were able to take some time off from your busy schedule and enjoy some vacation time.

We had a great Third Quarter Meeting at the Air Mobility Museum in Dover and I appreciate the huge turnout by the membership. We accepted two new members into the association, Robert Zipp and Salina Spencer, both from Delaware State University. During the meeting we discussed the approval of the Travel Policy, Scholarship Program Form, Member Interest Form, Confidential Statement, and passed the By-laws. We had a very busy third quarter as you can see. After lunch, members had the opportunity to tour the museum and one member was able to fly the flight simulator.

At this time I would like to thank our Third Quarter Website Sponsors Singer Equipment and Blue360 Media and a special thanks to Mr. Mark Moritz, Senior Client Services Representative from GovDeals, our Meeting Sponsor, for providing valuable information on the benefits of using GovDeals. I would also like to thank Mr. Kenneth Simpler, Delaware State Treasurer for a great educational session on Delaware’s budget, surplus, and House Bill 460.

Mark your calendars: Our Fourth Quarter Holiday Meeting/ Luncheon is scheduled for Friday, December 14th at the Lemon Leaf Café in Smyrna. Don’t forget we will be collecting items for the Food Bank of Delaware. See you soon!

Cliff

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Reminder………

State General Elections are on Tuesday, November 6, 2018
The Chapter’s third quarter meeting was held on Thursday, August 16th at the Air Mobility Command Museum, just south of the Dover Air Force Base. The speaker for this educational session was Mr. Kenneth Simpler, Delaware State Treasurer. Ken is responsible for safeguarding the state’s fiscal health and promoting a sound budget. In this position, he has applied his 20 years of experience in finance and as an attorney to focus on some of Delaware’s core fiscal operations. In addition, Ken sits on various state boards such as the Plans Management Board, Board of Pardons and the Delaware Economic and Financial Advisory Council (DEFAC) to name a few. Needless to say, Ken is in touch with the needs of Delawearans. Since the membership is comprised of many individuals who deal with some aspect of finance we could not ask for a better speaker for our 3rd quarter meeting.

Ken began by explaining the economic cycle and how at the end of each fiscal year if there are surpluses and deficits it vastly affects the new fiscal year. The reason for the discrepancies each year is the state’s tax base is never the same, therefore it causes peaks and valleys in the projected income for the state. One solution to smooth out income projections is House Bill 460. HB 460 is basically a blueprint for reform.

HB 460 was introduced as the beginning process of amending the DE Constitution to implement budget smoothing mechanisms into legislation. When it came time to present this bill to the General Assembly the timing was not right to get it passed. In order to continue moving forward with reform, Governor John Carney executed Executive Order 21 on June 30, 2018, which implements key recommendations to OMB and DEFAC. This EO states OMB should report to the General Assembly a forecast of unencumbered funds in excess of 2% set aside as determined by the 98% appropriation limits set in the DE Constitution. In addition, with this information provided by OMB, DEFAC will have the necessary information to study fiscal controls and smoothing mechanisms to redefine the states appropriations methods and building on our current fiscal controls. Some of the key points of EO 21 are as follows:

- Non-binding for General Assembly
- Keeps benchmark components intact
- Defines “Extraordinary” revenues
- Removes 50/50 deposit and withdrawal requirements
- Creates soft “Budget Stabilization” classification for funds
- Provides discretion to DEFAC to calculate benchmark indexes and appropriations

For more information on this and other important information regarding the state’s budget, you can sign up to receive Ken’s quarterly newsletter “free of charge” by visiting his website at https://treasurer.delaware.gov/blueprint/. A link to Executive Order 21 and the PowerPoint presentation used during this meeting can be located on the DPPA website under the “Members Only” section.

Thank You, Mr. Simpler for taking time out of your busy schedule to educate us on the State Budget!
Have you ever wondered what to do with all your surplus items that are getting in the way and collecting dust? One solution is GovDeals. GovDeals is the place to bid on government surplus and unclaimed property including heavy equipment, cars, trucks, buses, airplanes, and so much more. GovDeals provides services to various government agencies that allow them to sell surplus and confiscated items via the internet. We were fortunate to have Mark Moritz, who is the Senior Client Services Representative for GovDeals sponsor and present during our third quarter chapter meeting.

Nationwide there are over 11,000 state and local agencies who have registered to use their services with over 700,000 registered bidders in over 100 countries. In Delaware alone there are 21 agencies currently using their services, such as the City of Wilmington, City of Dover and New Castle County. All three of these agency's have been using GovDeals for many years and find the process very easy and profitable.

During the session, Mark explained the process of placing items up for auction. The first step would be to register with GovDeals, which the registration process is very quick and easy. Once registered, you can start submitting pictures of the items you wish to sell. One great thing about this service is you are able to set price points, as well as reserves for all your items. In the event a item does not meet your ideal selling point, you are able to withdraw the item from the auction.

Generally, items are posted on the auction website for two weeks and payments are made online. Once items are paid for and GovDeals receives payment from the bidder, they will send you a check, minus their commission/fee. Bidders are required to make arrangements with the selling agency to pick up the items purchased. Based on high volume, some of the frequent users of GovDeals can potentially receive rebates.

The members who current use GovDeals stated, “GovDeals employees are very customer orientated and are always there to assist throughout the entire process. If, at anytime you have any concerns, assistance is only a phone call away”. GovDeals has become so popular they are now in the business for auction real estate and property.

The membership was honored to have GovDeals as our 3QTR Sponsor for our meeting. We would like to especially thank Mark for taking time to educate us on all the benefits of using GovDeals.

For more information on how to use their services, please contact Mark at (215) 359-7296 or visit their website at www.govdeals.com.

Thank you, GovDeals for all your support!
Meet The Newest DPPA Chapter Members….

We are so pleased to introduce the newest members of the Delaware Public Purchasing Association who joined during the third quarter.

**Heidi Menasco: Middletown Police Department**

Heidi started her career with the Middletown Police Department in 2007 as a receptionist and progressed to the role of Executive Assistant. She is a Delaware native with over 30 years of business experience. One of her many roles at the Middletown Police Department is to purchase supplies, equipment, and uniforms for the sworn members of the Police Department.

**Shawnte Manning: City of Wilmington**

Shawnte has been with the City of Wilmington for the past five years starting as an Accounts Payable Clerk. In May of 2017, she obtained her Accounts Payable Certification and is currently working as a Purchasing Technician. Besides working full time, Shawnte is a student at Wilmington University and is studying Organizational Management. In her spare time she enjoys spending time with her family and friends and she is excited to be one of the newest members.

*We would like to welcome Shawnte and Heidi to one of Delaware’s Finest Professional Organization!*
DPPA MEMBERSHIP ....ON THE RISE!

By Barry Wolfgang, Membership

2018 was designated as a membership drive year in order to increase the membership of the chapter. The goal we set for this year was to grow by at least 25% before the fourth quarter meeting. We are pleased to announce we have reached a 25% increase and are still growing.

During our third quarter meeting, the chapter was honored to present two of the newest 2018 members with their official DPPA Membership Packets. Robert Zipp and Salina Spencer, both from Delaware State University, actually joined during the first quarter but due to work schedule conflicts we could not officially welcome them into the chapter until today.

We look forward to all the great ideas and fresh perspectives Robert & Salina will bring to the Chapter in years to come.

If you have something you wish to share with the membership regarding your agency, your position or even a personal accomplishment we want to know. At anytime during the year you can submit your stories or articles to be published in the “Delaware Connections” newsletter by emailing them to kimberly.cuffee@state.de.us
The members of DPPA had the opportunity to tour the Air Mobility Command Museum (AMC Museum) which is located about 1/2 mile south of Dover Air Force Base. This museum is dedicated to military airlift and air refueling aircraft and the men and women who flew and maintained them. It has the largest and most complete collection of fully restored U.S. military cargo and tanker aircraft in the Eastern United States.

During our visit/tour, we had the opportunity to fly aircraft simulators, climb on board planes, and learn lots of historical facts. This museum is ran solely upon donations and volunteers. In order to show our support, the chapter donated $50.00 to the AMC Museum. We would like to thank the Museum Staff for taking the time to show us around and educating us on the many exhibits.
THE TOP 3 NEGOTIATION SKILLS OF PERSUASIVE PEOPLE

Some people are good at negotiating in their own interest, and some people are not. Which one of these types of people do you want to be?

One of your main jobs in life, one that will lead to increasing levels of self-confidence, is to become more effective in influencing others by learning great negotiation skills and choosing good questions to ask. In the many studies that have been done on effective negotiators, we find that they all have basically the same qualities and characteristics.

NEGOTIATION SKILLS ARE LEARNABLE

Contrary to popular belief, top negotiators are not hard bargainers with tough-minded personalities. They are not aggressive, pushy, and demanding. They do not coerce their negotiating partners into unsatisfactory agreements.

The best negotiators are invariably pleasant people. They are warm, friendly, and low-keyed. They are likable and agreeable. They are the kind of people that you feel comfortable agreeing with. You have an almost automatic tendency to trust someone with great negotiation skills and to feel that what they are asking for is in the best interests of both parties.

THE TOP 3 NEGOTIATION SKILLS

Skilled negotiators are usually quite concerned about finding a solution or an arrangement that is satisfactory to both parties. They look for what are called “win-win” situations, where both parties are happy with the results of the negotiation. In negotiating any kind of contract, whether buying or selling anything, there are some basic negotiating skills that you need to learn in order to get the best deal for yourself and to feel happy about the results.

1) CHOOSE GOOD QUESTIONS TO ASK

Good negotiators seem to ask a lot of questions and are very concerned about understanding exactly what it is you are trying to achieve from the negotiation.

For example, in buying a house, both parties might start off arguing and disagreeing over the price. They begin with the position that the price is the most important thing and that is all that has to be negotiated. The skilled negotiator, however, will realize that price is only one part of the package. By using good negotiation skills, this negotiator will help both parties to see that the terms of the sale are also important, as are the furniture and fixtures that might be included in the transaction.

Finding good questions to ask about a customer’s needs is the only way you will be able to find out in a negotiation what exactly is important to them and what benefits they are truly looking for. Price is not always the most important thing in a sale and it is important to show the customer other benefits they are receiving.
2) PATIENCE

Good negotiators are very patient. They concentrate first on getting agreement on all the parts of the contract that the two parties have in common before they go on seeking for amicable ways to settle the other issues.

They also take the time to prepare good questions to ask to get clarity and understanding on each point as they go along so that there is no confusion later.

3) PREPARATION IS KEY

Preparation accounts for 90% of negotiating success. The more and better prepared you are prior to a negotiation, the more likely it is that the outcome of the negotiation will be satisfactory for all parties involved.

Preparation requires you do two things. First, get all the information that you can about the upcoming negotiation. Second, think the negotiation through carefully, from beginning to end, and be fully prepared for any eventuality.

The first kind of information you need is about the product or service and the person with whom you will be negotiating. You obtain this information by choosing good questions to ask that are well thought out. In this sense, information becomes a form of power, and the power is always on the side of the person with the best information.

TAKE ACTION AND GAIN SELF-CONFIDENCE!

There is nothing that raises your self-confidence faster than to feel that you have been successful in negotiating a contract and that you have gotten a good deal as a result. And there is nothing that will lower your self-confidence faster than to think that you have been out-negotiated into a poor deal that you will have to live with. Therefore, negotiating skills are an important part of your personality development and of your sense of personal effectiveness and self-confidence.

When you are a good negotiator, your self-confidence is higher and you feel more positive toward yourself and others in everything else that you do.
GovDeals prides itself on being the leading online government surplus auction site in the country. We are proud to say we have helped over 11,000 state and local agencies return more than $1.8 billion to their respective organizations. In the state of Delaware alone, government agencies have sold over $5.6 million worth of surplus assets on our online government surplus auction website.

For more information on how GovDeals can help your agency, please visit us at

www.govdeals.com

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For more information on being a part of this event please visit: www.dppa1.org

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~ DEADLINE TO REGISTER IS SEPTEMBER 24, 2018 ~

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REGISTRATION: $ 205 NIGP MEMBERS ~ $ 225 NON-NIGP MEMBERS

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### Interesting Facts About... AUTUMN

Autumn, also known as fall in North American English, is one of the four temperate seasons. Autumn is the transition season between summer and winter, best noticed by the color change in leaves and the harvest.

The date of the beginning of autumn varies according to climate, tradition, and culture. When it is autumn in the Northern Hemisphere it is spring in the Southern Hemisphere, and vice versa.

In the Northern Hemisphere autumn lasts from the autumnal equinox (September 22 or 23) to the Winter Solstice (21 or 22 December). In the Southern Hemisphere, autumn lasts from March until June.

The 1st day of autumn 2018 in the Northern Hemisphere will be on Sunday, September 23 and the last day of autumn 2018 will be on Friday, December 21.

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### 2018 Officers & Committee Members

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