Dear DPPA Members,

I would like to start off by thanking many of the contributors who made our second quarter meeting a success.

First, thank you to Monica Hall and the DSU staff for hosting and providing lunch for our members during our second quarter meeting. The campus and the meeting room was exceptional and we look forward to having future meetings there. In addition, we would like to thank Kee’s Cookies & Cupcakes for the generous donations of cookies and cupcakes. The baked goods were a big hit among all the members! Finally, very special thanks to John Peracchia of Office Basics for sponsoring our second quarter meeting and providing a business portfolio for a lucky member.

Our 2QTR educational speaker was Ms. Deborah Moreau, Esq. from the Public Integrity Commission who presented on Ethics in Public Procurement. Travis Crawford from DE River and Bay Authority presented on all the many educational opportunities offered by NIGP. The Ministry of Caring was very pleased with all of our donations to their organization and they sent us a thank you letter. If you have not seen the letter you can find a copy of it on the website.

We are finalizing the plans for our 2020 Reverse Trade Show and Educational Seminar (RTS/ES) which will be held on April 3, 2020. Please get the word out to your vendors and start inviting attendees. The RTS/ES will be a great way to meet new vendors and network with other Delaware Public Procurement Specialist. We will also provide a scholarship to a DSU student during the RTS/ES.

Thank you for everyone's hard work in keeping the chapter moving forward!

Cliff

There is still time to register to attend the NIGP National Forum! For more information, please visit their website at www.nigp.org.

Thank you, Sponsors!

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Chapter Education

Topic: Ethics in Public Procurement
Deborah Moreau, Esq. ~ State of Delaware Public Integrity Commission

The State Public Integrity Commission administers and implements Delaware’s ethics law (Code of Conduct) for the Executive Branch; its financial disclosure law for all three branches; and its lobbyists’ registration and expense reporting laws.

To aid those subject to the law in complying, the Commission issues advisory opinions on a case by case basis; publishes its opinion synopses annually; and offers training through the State Personnel Office’s Training Unit and by scheduling classes with agencies when requested. It also may act on sworn complaints which allege violations of the laws. Procedures for requesting advisory opinions or filing complaints are in the statute and the Commission’s rules.

Deborah has been with the commission for over 6 years and prior to her current position she was a prosecutor. It is well known the reputation of 100 years can be determined by the conduct of one hour. In other words, you can work in your position for several years and then if you make one mistake, the mistake you made is what people are going to remember about you. Not for your exemplary service and dedication but for the one misjudgment in ethics.

Always remember you are the face of your department and your reputation is important. You need to make sure to have checks and balances in place to ensure the procurement process is handled in a fair and ethical manner. The ground rules for good ethics in procurement are simple enough. Practice integrity, avoid conflicts of interest and personal enrichment, treat suppliers equally and fairly, and comply with legal and other obligations.

71% of employees surveyed stated they would leave their current position and go work for less money if they could work for someone who was ethical. It is important to always be careful about what you do because you are always in the publics eye. Someone is always watching, therefore working in an ethical manner should be a part of who you are in your every day life.

Thank you, Deborah for taking the time out of your busy schedule to educate us on the values of Ethical Procurement.
We would like to take the time to acknowledge the following chapter members for their recent job promotions and to congratulate them on their achievements!

**Barry Wolfgang - November 2018**

Barry was officially promoted to the position of Contract and Procurement Manager for the City of Dover on November 19, 2018 after serving in the position as interim since February 2018. In this position he is responsible for overseeing the mailroom, warehouse, fuel pumps and tanks, and sending out all sealed bids and proposals for the city. Barry has been with the City of Dover since November 1998 and in a purchasing role since November 2010. In preparing for an attempt at this advancement, he completed my bachelor’s degree at Wilmington University in 2015 exactly 20 years after receiving my associate’s degree from Delaware Technical and Community College.

**Heather Herold - March 2019**

After 17 ½ years with the Town of Elsmere as an Account Clerk III, Heather accepted a position as the Purchasing Agent with the Town of Middletown. Heather is looking forward to new challenges, learning new areas of Purchasing, the chance to build a Purchasing Department, the opportunity to grow as the Town of Middletown grows and to obtain new training and education opportunities that were not offered by her former employer. Change is not easy and she left a “few” great friends & colleagues in Elsmere that she will miss, however she is making new ones in Middletown and is very excited and grateful for this opportunity.

Heather stated she will be relying “HEAVLY” on her fellow members of the DPPA to help with new buying experiences, reaching out for different vendors/contacts, and just asking DPPA members for their guidance and experience to help her be as successful as possible, in her new position with the Town of Middletown.

**Clifton Crawford - May 2019**

New Castle County Government would like announce the promotion of Clifton Crawford from Purchasing Agent to Senior Purchasing Agent. Mr. Crawford has been with New Castle Count Government since October 2006 and his promotion became effective in May.
DPPA Membership On The Rise!

Submitted by Barry Wolfgang, Membership Chair

DPPA would like to take the time to welcome our newest member into the DPPA family as of the Second Quarter of 2019. So far this year we have had the honor to welcome 8 new members into the Chapter. Each quarter, the chapter continues to excel and increase in membership.

Valerie Strzempa...... Town of Elsmere

Valerie has been with the Town of Elsmere for over 3 years primarily in the Administration Department. Recently, she has taken on the position of Accounting Clerk/Purchasing Agent and is very eager to expand her knowledge in this field. Valerie holds an MBA in Organizational Leadership from Wilmington University and is excited to be a part of the DPPA representing the Town of Elsmere. Valerie stated she is looking forward to meeting and networking with all the members.

We Just Want To Say... Thank You!

To Delaware State University for providing the wonderful meeting space and catering the members lunch. It was a such a special treat!

To Kee’s Cookies and Cupcakes for donating the delicious cookies and cupcakes for our morning’s Meet & Greet!
**NIGP Training Opportunities Overview**

*Travis Crawford– Delaware River and Bay Authority*

On Thursday, May 16th we were fortunate to have a presentation from Mr. Travis Crawford covering all the different training opportunities offered by NIGP.

Travis explained the details of the NIGP "Aspire" program, which is a unique learning environment that is easy to access and greater flexibility all to engage with peers while learning. This streamlined educational journey empowers you to make a positive difference at work, in life and in the world. It’s learning that is as powerful and personal as your aspirations!

NIGP webinars, conferences, certification and leadership development opportunities were also covered in detail and during his presentation he explained where to find all the information on the NIGP website.

*The Chapter would like to thank Travis for his professional and informative presentation during the meeting!*

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**Member Attends Area II NIGP Course**

From May 8 to May 10, Barry Wolf Gang– City of Dover attended an NIGP training course in Baltimore, Maryland. The title of the class was “Developing and Managing Request for Proposals”. During the class they discussed developing the specifications including mandatory requirements for submissions, how to properly receive submissions and secure them until the scheduled opening date and time and the importance of maintaining a BID/RFP submission log and recording all submissions received in the log. The class conducted a mock RFP negotiation to experience both sides of the table and understand how the vendor feels on the other side of the table from us the agency. Everyone in the class was willing to share lessons learned during their time on the job. Some lessons were more painful than others, however, all left the class feeling more knowledgeable about RFP’s and even the instructor said he learned something from the classes experiences and practices.
Chapter Members Giving Back!

Our 2QTR charity partner was the Ministry of Caring Inc. During the meeting chapter members donated personal and household items to assist Delaware citizens who are less fortunate. This is our fourth year supporting this non profit organization and we look forward to many more years of partnership.

Cynthia Gamble, representative of the Ministry of Caring, Inc. attended the meeting and accepted the items on the behalf of Ministry of Caring. During the meeting Cynthia thanked the Chapter for all the many years of support we have provided them and shared some success stories and how the organization functions within the community.
No minimum order is required to get our great prices and free delivery. Our 99% fill rate gives you assurance we'll get your order right the first time and every time. Plus, every order is invoiced and we provide monthly billing summaries, usage reports, and department billing to help you manage your budgets. **We are now listed as one of the State of Delaware Contact vendors for office supplies.**

**Office Basics is now on a state contract vendor for office supplies!**

**We ♥ Our Sponsors**

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**Upcoming Events**

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**3QTR Chapter Meeting**

Thursday, August 16, 2019 at 9:45 AM
Delaware Emergency Management Agency (DEMA) in Smyrna.
For additional information, please visit the website.

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**2019 Area II Conference**

The 2019 Area II Conference & Tradeshow hosted by MPPA will be Wednesday, October 2 through Friday, October 4 at the Grand Hotel- Ocean City, Maryland.

$225- NIGP Members ~ $250 - Non NIGP Members
Hotel Registration : $72.00 per night (Use Code WASH19)

For more information, please visit www.mppainc.org
Five Healthy Summer Tips

We care about our members’ health and well being therefore here are a few tips for the summer months.

1. **Hydrate**
   The benefits of hydration are plentiful. Drinking the recommended eight to ten glasses of water a day can help prevent illness, keep your bones and muscles healthy, help you maintain your weight, improve brain function and best of all, fuel your activities throughout the day! This summer, make water an essential part of your day and never leave home without it.

2. **Eat Fresh**
   Summer means fresh produce! Visit your local farmers’ market or grocery store and you’ll see healthy fruits and vegetables of every color. Reserve a place on your plate every meal for fresh produce and you’re sure to reap the tasty rewards.

3. **Transform Activities into Exercise**
   Warm summer weather means that you can spend a lot of time outdoors being active. Regular exercise has been shown to improve heart health, reduce pain and improve stress. Turn simple activities like going to the zoo or visiting a park into exercise by using the stairs, taking the long route or even adding in some stretches and strengthening exercises along the way!

4. **Lifestyle Modification**
   The summer is a great time to think healthy. The nice weather means you can get outside and start exercising or take pleasure in a new sport, club or activity. New social settings and activities will keep you busy as you try to quit smoking. Also, visit your local farmers’ market to kick-start a new healthy eating plan.

5. **See Your Doctor**
   If you have nagging pains from the winter and spring, seeing your pain doctor is important. You want to feel at your best during the summer months so you can enjoy all of the pleasure summertime offers, like parades, fairs and fun! Schedule an appointment for a check-up to make sure pain or injury doesn’t sideline you this summer.

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**Are You A Member of NIGP ??**

**Membership Benefits**

- Tools to support your day to day activities.
- Online document library containing thousands of RFP’s
- Members discounts on all educational programs and classes
- Various procurement resources
- 18 FREE webinars on relevant, real world procurement topics
- Tools to help you prepare for your certification or recertification’s
- Free subscriptions to the Go Pro and N Forum
- Discounts to attend NIGP National Forums

[www.nigp.org](http://www.nigp.org)