

News and Views

***A Publication of the Illinois Association of
Public Procurement Officials, Inc.
Chapter of the National Institute of Governmental Purchasing, Inc.***



**PRESIDENT'S MESSAGE
- Spring 2006**

By Larry Widmer, CPPB

Each one of us needs to assure that our management and our elected officials are aware of the fact that purchasing adds a high value to our organizations. Besides the

obvious savings achieved through purchasing, each one of us provides many services to our entity. The true purchasing professional successfully navigates their entity through the multitude of legal, ethical and logistical challenges which arise each and every day. Fortunately, we do not do this alone since we have the professional backing of a network of purchasing professionals who face the same challenges.

IAPPO membership helps us to learn about new techniques and expand professional relationships. Only with good communications among IAPPO members can we progress, adapt to new challenges and ever-changing environments. For these very reasons certification in the Universal Public Purchasing Certification Council (UPPCC) is paramount. The UPPCC examination measures professional competence and the understanding of the body of knowledge surrounding public procurement. As you may already know, certification is a voluntary action by a professional group to establish a system to grant recognition to professionals who have met a stated level of training and work experience. Certified individuals are usually issued a certificate attesting they have met the standards of the credentialing organization and are entitled to make the public aware of their credentialed status, usually through the use of initials after their names. The UPPCC confers the CPPB and CPPO designations. The following information provides some of the important reasons for certification:

- 1) Obtaining a Certified Professional Public Buyer (CPPB) or Certified Public Purchasing

Officer (CPPO) designation demonstrates a standard of competency in the public purchasing profession.

- 2) A CPPB and CPPO designation indicates to the public that, having mastered a body of knowledge, one can make sound decisions that reflect maximum value of the taxpayer's dollar.
- 3) The Universal Public Purchasing Certification Council (UPPCC), the issuer of the CPPB and CPPO designations, is accredited by the International Federation of Purchasing and Materials Management.
- 4) Many local and state governments formally recognize the CPPB and CPPO designations as meaningful standards for employment and advancement of public procurement personnel.

It should be IAPPO's membership's mission to join together to promote our profession and enhance our knowledge in all aspects of the ever-changing world of public procurement. I challenge each member of our chapter to share their ideas and talents and commit to becoming an active member of IAPPO and if not already, obtain certification through the UPPCC.

Please enthusiastically encourage all new and long-standing members to participate in the establishment of activities, recruitment of new members, writing of articles for our newsletter and sharing thoughts and ideas with one another to enhance our organization. Remember, your contributions will help IAPPO to experience a successful year. Please plan on attending both the spring conference and fall vendor fair and conference this year. It will be a great opportunity to meet new members, renew old professional acquaintances, grow in your profession and help your local chapter!

NIGP LEAP SEMINAR

IAPPO held a successful three-day NIGP LEAP seminar, ***Introduction to Public Procurement***, at the Naperville Municipal Center on March 15-17, 2006. There were twelve students in the class. Mary "Jane" Lopez (Colorado) was the NIGP instructor, and the students really enjoyed her knowledge and teaching style. Jane received very high evaluations from the class. The class was anxious to register for more of the three-day LEAP seminars—most of the students are striving to complete the requirements and take the CPPB exam.

The students enjoyed the Naperville Municipal Center location. Mike Bevis, Joann Griessler, and Marcia Amos (all from the Naperville Procurement Team) assisted with setting up the laptop and projector, preparing coffee for the class every day, and generally making the students feel welcome. Also, on behalf of the IAPPO Officers and Board, I would like to express our sincere appreciation to Patti Huth, Education and Pro Development Co-Chair, who did the work of three people to pull it all together in conjunction with NIGP.

IAPPO SPRING 2006 CONFERENCE

The Host Committee is excited to invite you to the Spring 2006 IAPPO Training Conference to be held at the Hilton Springfield, Springfield, Illinois, May 17 - 19, 2006. The Committee has been busy with planning to bring you a dynamic list of speakers and topics, an assorted selection of food, as well as offering you great opportunities to network with your peers. The following speakers and topics have been chosen:

- Lewis Bender, Dealing with Problem Employees
- Caroline Petefish, Illinois Correctional Industries Product Tour, Traveling from ICI to Library/Museum for Seminar and Tour
- Lori Campbell & Marty Morris, The Key Element in the Procurement Process
- Art Ludwig, Director of Labor, Michael D. Kleinik, Chief of Staff, Department of Labor, Prevailing Wage

Delegates attending the Spring Conference will be awarded 9.25 Contact Hours.

We personally invite each of you to attend IAPPO's 2006 Spring Training Conference. The \$75 members' registration fee includes all four seminars, conference materials, and meals. The Hilton, in downtown Springfield has provided a block of rooms

for \$89/single and \$89/double occupancy. Please reference "IAPPO" when you call for reservations at 800/445-8667 or 217/789-1530.

Registration forms for the 2006 IAPPO Spring Conference can be downloaded at: www.iappo.org.

61st Annual NIGP Forum and Products Exposition

You do not want to miss the forum this year in Tampa, Florida. It is the largest educational conference exclusively for individuals in Public Purchasing! This is a yearly opportunity to engage in professional development and to discover new products and services in the Products Exposition. Get your share of the new ideas, innovative techniques and network with your peers to find out what they are doing to meet the demands placed on them by their customers and constituencies.

If you have questions, please contact NIGP at 1-800-FOR-NIGP ext. #227 or #242. If you wish to register, materials may be downloaded at <http://www.NIGP.org>.

UPPCC Announces Certification Bridge New One-of-a-Kind Link for the Public Sector

The Universal Public Purchasing Certification Council announced today that it has developed a certification bridge opportunity for current C.P.M.s into the CPPB and CPPO designations. The Council has become increasingly aware of the need to extend a hand of support to those individuals who are interested in carrying a designation that is truly reflective of their work in the public procurement community. Both UPPCC offerings and the C.P.M. test a candidate's knowledge of general procurement processes. The new bridge opportunity will acknowledge a candidate's previous test experience through the C.P.M., but requires the individual to pass an abbreviated examination testing public sector applications in order to successfully bridge. Public sector application of the procurement cycle is unique to UPPCC certifications, an element absent from the C.P.M. The UPPCC will begin accepting applications from current C.P.M.s that meet CPPO or CPPB eligibility requirements on April 15, 2006. Bridge examinations will be offered from August 1, 2006 through December 31, 2008.

C.P.M. to CPPB

Individuals wishing to achieve the CPPB (Certified Professional Public Buyer) designation through the UPPCC bridge must hold a valid and current C.P.M.

designation. The candidate will be required to complete the UPPCC application in its entirety, including proof of position responsibilities, years of experience, employment history and public purchasing experience. Applicable application fees and documentation will be required. Each applicant must meet the current experience and education criteria under Schedules A, B, C, or D of the UPPCC Certification Application. Once the application is submitted, reviewed and accepted, the applicant will then schedule the examination. C.P.M.s will be required to successfully pass an abbreviated written bridge examination consisting of 50 multiple-choice questions within a 60-minute time frame. The intention of the exam is to measure competency in components important to the public sector practice that is not covered in the C.P.M. Upon successful completion of the bridge examination, the CPPB designation will be conferred.

C.P.M. to CPPO

Individuals wishing to achieve the CPPO (Certified Public Purchasing Officer) designation through the UPPCC bridge must hold a valid and current C.P.M. designation. The candidate will be required to complete the UPPCC application in its entirety, including proof of position responsibilities, years of experience, employment history and public purchasing experience. Applicable application fees and documentation will be required. Each applicant must meet the experience and education criteria under Schedules A, B, or C of the UPPCC Certification Application. Once the application is submitted, reviewed and accepted, the applicant will then schedule the examination. Applicants will not be required to take the written portion of the CPPO, but will be required to sit for an oral examination. This oral examination will focus on public sector practice and application. Once the individual successfully completes the oral examination, the CPPO designation will be conferred. The UPPCC has been awarding the CPPO and CPPB designations since 1978. Certificants can be found in all U.S. states and 9 of the 13 Canadian provinces. To learn more about the UPPCC, the Bridge and how every public purchasing professional can become UPPCC certified, please contact the Council at certification@uppcc.org.

“Service is the lifeblood of any organization. Everything flows from it and is nourished by it. Customer Service is not a department....It’s an attitude.” Author Unknown



“LEGISLATIVE CORNER – Michael Bevis, CPPO, CPPB, C.P.M., Chief Procurement Officer for the City of Naperville, IAPPO Legislative Committee Chairperson

The following update was forwarded to me by Patti Huth, CPPO, CPPB, Purchasing Manager for the Village of Lisle:

Starting **July 1, 2006**, the State of Illinois will require all public bodies to post their minutes to their website within 7 days of approval of the minutes.

The Act is as follows:

(5 ILCS 120/2.06) (from Ch. 102, par. 42.06)
(Text of Section from P.A. 94-28)
Sec. 2.06.

(a) All public bodies shall keep written minutes of all their meetings, whether open or closed, and a verbatim record of all their closed meetings in the form of an audio or video recording. Minutes shall include, but need not be limited to:

- (1) the date, time and place of the meeting;
- (2) the members of the public body recorded as either present or absent; and
- (3) a summary of discussion on all matters proposed, deliberated, or decided, and a record of any votes taken.

(b) The minutes of meetings open to the public shall be available for public inspection within 7 days of the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 7 days of the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

(c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded but only after:

- (1) the public body approves the destruction of a particular recording; and
- (2) the public body approves minutes of the closed meeting that meet the written minutes requirements of subsection (a) of this Section.

(d) Each public body shall periodically, but no less than semi-annually, meet to review minutes of all closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

(e) Unless the public body has made a determination that the verbatim recording no longer requires confidential treatment or otherwise consents to disclosure, the verbatim record of a meeting closed to the public shall not be open for public inspection or subject to discovery in any administrative or judicial proceeding other than one brought to enforce this Act. In the case of a civil action brought to enforce this Act, the court, if the judge believes such an examination is necessary, must conduct such in camera examination of the verbatim record as it finds appropriate in order to determine whether there has been a violation of this Act. In the case of a criminal proceeding, the court may conduct an examination in order to determine what portions, if any, must be made available to the parties for use as evidence in the prosecution. Any such initial inspection must be held in camera. If the court determines that a complaint or suit brought for noncompliance under this Act is valid it may, for the purposes of discovery, redact from the minutes of the meeting closed to the public any information deemed to qualify under the attorney-client privilege. The provisions of this subsection do not supersede the privacy or confidentiality provisions of State or federal law.

(f) Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

(Source: P.A. 93-523, eff. 1-1-04; 93-974, eff. 1-1-05; 94-28, eff. 1-1-06.)

ILLINOIS MUNICIPAL LEAGUE UPDATE

Technology is rapidly advancing and becoming more user-friendly. The IML staff is working diligently to keep up with technology and to make their services more user-friendly to their membership. As a result, the Legal section of the IML's web site has been completely revamped and has a new web site address for their Legal Department: <http://www.iml.org/dbs/imlegal/>. Please be sure to change your bookmarks if necessary to link directly to the Legal Department. You can also reach the Legal section by going to the IML homepage at www.iml.org/ and clicking on the link titled "Legal" on the right side of the page under "Inside IML".

FROM THE EDITOR'S DESK @ THE IML...

Three Illinois cities have been recognized by the Center for Digital Government for being among the most technology-advanced communities in America. In the Center's fifth annual Digital Cities Survey, Chicago placed fifth among cities with populations over 250,000; Naperville placed eighth in the 125,000 to 250,000 population group and Schaumburg placed 10th in the 75,000 to 125,000 category.

ARTICLES FOR FUTURE NEWSLETTERS

While I am honored to serve as the IAPPO Newsletter Editor since spring 2003, I need help from the membership. Please submit any articles of interest to me for incorporation in a future IAPPO Newsletter. Please forward to:

MAIL: Theresa Dobersztyn, C.P.M.
 Purchasing Manager
 West Central Municipal Conference
 1127 South Mannheim Rd., Suite 102
 Westchester, IL 60154
 FAX: 708-450-0655 FAX
tdobersztyn@westcook.org

Together, let's make this newsletter for the membership, by the membership. A great big "thank you" goes out to Patti Huth, CPPO, CPPB, Purchasing Manager for the Village of Lisle who continues to send me articles for the newsletter.

IAPPO Officers and Executive Board

President:

Larry Widmer, CPPB
Northwest Municipal Conference

Vice President:

Cathy Link, CPPB
County of McHenry

Secretary:

Joan M. Morange, CPPB
County of Dupage

Treasurer:

Darcie Garza, CPPB
County of DuPage

Executive Board

Jeff Dansdill, CPPB
Theresa Dobersztyn, C.P.M.
Cindy Krebs, CPPB
Darrell Marcy, CPPB
Ray Restarski CPPO, CPPB
Cheryl Stine, C.P.M., CPPB

Immediate Past President:

Robert Partridge, CPPB
Secretary of State's Office

Newsletter Editor:

Theresa Dobersztyn, C.P.M

**HOW DO YOU WISH TO
RECEIVE YOUR COPY OF
IAPPO's NEWS & VIEWS?**

U.S. MAIL

Please e-mail my copy!

Fax back to Joan Morange @ (630) 407-6201

Name: _____

Title: _____

Agency: _____

Address: _____

Address: _____

City, State, Zip: _____

Telephone: _____

Fax: _____

E-Mail: _____

FAX BACK TO JOAN MORANGE

(630) 407-6201 FAX