



**Grand Canyon Chapter Meeting Location:**  
**Coconino Community College**  
**2800 S. Lone Tree Rd.**  
**Flagstaff, AZ 86005**  
**Host: Robert Sedillo**  
**(928) 226-4283**

**March 13, 2014**

Visit our website at:  
<http://gcc-nigp.org/index.htm>

**MARCH 12, 2014 – CHAPTER MEETING MINUTES**

**GCC Teleconferencing Call (WebEx, Audio Only): Phone: 1-877-668-4493**

**Attendee Access Code: 230 684 87**

1. **PLEDGE OF ALLEGIANCE**
2. **CALL TO ORDER: 1:00 p.m.** (Chapter President)
3. **MEMBER ROLL CALL**  
*Meeting Attendees (in alphabetical order): Tony Burgett, Mohave County – in-person; Candace Schroeder, City of Flagstaff – via telephone; Christine Van Vleet, Mohave Community College – in-person; Micael Carter, MESC – in-person; Nancy Colbaugh, MESC – in-person; Robert Sedillo, Coconino College – in-person; Scott Richardson, Coconino County – in-person; Tara Acton, Mohave County – via telephone; Terri Williams, Mohave County – in-person.*
4. **APPROVAL OF PREVIOUS MEETING MINUTES** (January, 2014)
5. **NATIONAL IPA PRESENTATION** (Guest Speaker: Nick Grund)  
*Michael Carter, Chapter President, to issue certificates to members for CEU Contact Points who attended presentation. Will send via email.*
6. **CHAPTER LEADERSHIP SYMPOSIUM UPDATE** (Chapter Vice- President)  
*Candace Schroeder attended and stated the symposium was excellent. She would highly recommend attendance by those Chapter members able to do so annually. Symposium provided great networking opportunities, information on how to make one's chapter more interesting and attract membership as well as participation and leadership development resources to improve one's skill set. Of the 61 Chapters nationwide, attendance was made by 59 chapters!*
7. **AMENDED BY-LAWS** (Chapter President)
  - Revised Article V, regarding election process.*Passed with the caveat that the word "winners" be changed to "Officers-elect".*
8. **2014 CHAPTER ELECTIONS**
  - Assigning an Election Officer (Kim Aringdale?)*If Kim unable to do this, Tony Burgett volunteered to do it.*
  - Who is seeking re-election*Terri Williams – Treasurer/Secretary; Candace Schroeder – Vice President; Tony Burgett nominated for President as Michael Carter advised he would not be seeking re-election. Tony advised he could not fulfill duties due to time commitments elsewhere. Tony nominated Kim Arindale for President ballot which was seconded by Terri Williams and Tara Action, and thereafter by meeting member attendees. Michael to speak with Kim, who was not in attendance, and to report back to Chapter if she is willing to be on the ballot for President of the Chapter.*

- Nominations? *“How can I make a difference for our local chapter?”*
- Election timeline

Per By-laws.

**9. 3<sup>RD</sup> ANNUAL AZ-NIGP & GCC-NIGP REVERSE TRADE SHOW** (Scott)

To be held on 03-20-14 in Mesa. Scott Richardson, Candace Schroeder and potentially one other Chapter member from Flagstaff to attend; Michael Carter and Nancy Colbaugh from Kingman to attend as well.

**10. REGION XI CHAPTER TELECONFERENCE** (Chapter President)

Michael Carter participated on this conference call on 02-20-14 and provide the following update: 1) Positive response from chapter field members to the provision of free webinars for chapter/national members from the previous \$75+ per webinar for obtainment of .75+ contact hour(s) credit; 2) Although there hasn't been a lot of negative response received, as yet from field chapter members on the revised re-certification requirements – it is anticipated there will be. Key elements supporting this contention include no more credit given for chapter meeting attendance, time-lapse affecting members already 3 years into current certification who've missed requirements compliance in so far as CEUs, etc. and will be adversely affected, and whether or not some of the previous requirements that were negated will be “grandfathered” in or not.

**11. GCC COMMITTEE CHAIR REPORTS (*If Present*)**

- Treasurer's Chapter Finances Report (Terri)

Chapter tax filing fees, etc. have all been paid. Currently, there is \$3,513.62 in chapter account.

- Outreach Committee Report (Chapter President)

Michael Carter advised that since he will not be running for President, he would like to take on outreach committee responsibilities as he is very interested in making the chapter successful in this area. Michael volunteered to work with Gary Bartman, MESA Public Schools, and Treasurer for the Capital Chapter, to coordinate efforts in this area as well as to obtain needed quota for Scott Richardson to be able to definitively book a scheduled class for credit for both Chapters' members.

- Education/Certification/Awards Committee Report (Scott)

Scott Richardson advised there are some new, fresher classes available now, but that chapter response to commit to a particular class/scheduled date(s) has been low. It's the “chicken and the egg” in that he cannot book a class without the number of participants quota and chapter members want to know if it's definitively booked!

**12. DISCUSSION ITEMS (Discussion items should be directly related to issues covering: procurement; chapter; jurisdiction; laws and/or statutes items)**

None.

**13. ENTITY UPDATES: (open floor)** Procurements done, protests, legal matters, contract management issues, etc.

**Michael Carter** to teach an NIGP webinar on “Best and Final Offers” nationally on August 13, 2014.

**MESC** has the following solicitations either posted, awaiting award and/or shortly to go out to bid: Roofing (all types); Janitorial Cleaning Supplies through direct order; Food Service Equipment; Document scanning, management, storage and shredding. Requested evaluators from outside agencies to participate as this is an “up and coming” area of service for all agencies. Mohave County members Tony Burgett, Tara Acton and Terri Williams recommended, Gene

Hepler, OMB, who is responsible for document storage needs county-wide and Robert Ballard, Records Retention, Recorder's Office, as two viable evaluators. Will send Michael Carter their contact information so he may ask them directly; Lighting Retro-fit with emphasis on LED vs. CFL – ETA 04-15-14. Tony Burgett requested he be kept apprised as there is an upcoming County project requiring these specific services.

**Coconino County** has an On Call Geo-tech RFP out. Mohave County advised we had these particular services under contract currently.

**Mohave County** has a Metro Ethernet RFP out that will be cooperative.

**14. NEW BUSINESS**

None.

**15. NEXT MEETING LOCATION: May 2014**

Thursday, May 8<sup>th</sup> in Kingman at the Mohave County new Public Works Building. Tara Acton to advise Michael Carter which conference room once reserved.

**16. ADJOURNMENT**

**17. CHAPTER OPEN DISCUSSION**

- Open discussion may include chapter items. However, for any concerns, ideas, or actions by the chapter must be addressed formally in the next chapter meeting.

Robert Sedillo, Procurement Director, Coconino College, is retiring in September 2014. College has asked that he be available on a consultant basis at 30 hours or less for some months until they can identify a viable candidate to replace him.



***"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."***