

## GRAND CANYON CHAPTER MEETING MINUTES FOR JANUARY 2013

**MEETING DATE:** May 16, 2013, 1:00 to 3:30 PM Local Arizona Time at Coconino County Administration Building, 2<sup>nd</sup> Floor, 219 East Cherry Avenue, Flagstaff, AZ

MEMBER NAME	AGENCY	ATTENDANCE - IN-PERSON OR BY TELEPHONE
Allen (Tony) Burgett	Mohave County	IN-PERSON
Amy ?	City of Flagstaff - New Hire - Not Yet a Member	
Angela Helmer	NAU	
Annie Newton-Fruhworth	Mohave County	
Becki Roberts	Flagstaff Unified School Dist.	
Becki Smith	Flagstaff Unified School Dist.	
Becky McGaugh	NAU	
Bill Brannen	MESC	
Candace Lynne Schroeder	City of Flagstaff	IN-PERSON
Carol Luckey	NAU	
Christine Van Vleet	Mohave Community College	VIA TELEPHONE
Christopher George Stevens	NAU	
Dave Oder	Kingman Unified School District	
Dawn Foster	City of Prescott	
Debra Cisneros	NAU	
Frank Vander Horst	Central Yavapai Fire District	
Glenn Birkett	NAU	
Kimberly Aringdale	Flagstaff Unified School Dist.	IN-PERSON
Lana Berry	Page Unified School Dist #8	
Lena Alley	Navajo County	
Lisa A. Elliott	City of Cottonwood	
Mark DiBlasi	MESC	VIA TELEPHONE
Mary Springer	Navajo County	
Merrill Menta	Coconino County	
Michael Carter	MESC	IN-PERSON
Michael Savoy	Coconino County	
Nancy Colbaugh	MESC	
Patrick Brown	City of Flagstaff	
Phyllis Lewellen	Yavapai College	
Rick Compau	City of Flagstaff	
Robert Sedillo	Coconino Community College	
Scott Richardson	Coconino County	IN-PERSON
Stephen Mancuso	Camp Navajo	
Tara Louise Acton	Mohave County	IN-PERSON
Terri H. Williams	Mohave County	IN-PERSON
Tom Peeler	Mohave Educational Services Cooperative, Inc (MESC)	
Travis Lingenfelter	MESC Executive Director	
Valerie Barret	Coconino Community College	
Wayne Hertzog	City of Bullhead City	
William L (Bill) Munch	Valley Schools	VIA TELEPHONE

**PLEDGE OF ALLEGIANCE:** LED BY PRESIDENT, MICHAEL CARTER

**CALL TO ORDER:** PRESIDENT MICHAEL CARTER

**MEMBER ROLL CALL:** DONE

**GCC COMMITTEE CHAIR REPORTS:**

- **Treasurer:** Fraud credit in amount of \$882.00 removed by Wells Fargo and deemed “legitimate authorized expenses” was resolved to GCC’s favor with assistance from dedicated account representative from Wells Fargo assigned to Mohave County’s account. Current balance at \$3,353.52.
- **Outreach:** No new action to report.
- **Education/Certification/Awards:** Scott Richardson passed around a class listing of potential topics that he could look into on Chapter’s behalf. Attending members liked the “Presentation Skills in Procurement” class topic and Scott will look into potentially scheduling it for late September 2013.
- **Election Ballot Results:** Kim Aringdale reported that the position of Chapter President received 13 ballots unanimously voting for Michael Carter, Chapter President; the position of Chapter Vice President received 13 ballots unanimously voting for Candace Schroeder, Chapter Vice President; and the position of Chapter Secretary/Treasurer received 13 ballots unanimously voting for Terri Williams, Chapter Secretary/Treasurer. Kim turned over the paper ballots received to Chapter Secretary/Treasurer, Terri Williams, for record keeping.

**DISCUSSION ITEMS:**

- **Chapter Meeting Attendance:** Discussion took place as to what the Chapter could do to improve its meeting attendance in light of the distances between members’ agencies and designated meeting location – either in-person and via telephone. President Carter advised the following:
  - Every NIGP Chapter is to receive an in-person visit from a National NIGP Officer during this upcoming new fiscal year. He was going to try to schedule this visit for the July 2013 meeting.
  - National NIGP had budgeted, effective July 1, 2013, to provide free webinars to NIGP Chapters whereby members could earn points free of charge.
  - That he had ensured WEBEX could be utilized by members who could not attend in person and that this service, to-date, was free.

Bill Munch stated that the GCC Chapter should consider always having a presentation of some kind to “up” attendance. Suggested that President Carter could request that chapter members email him with their suggestions, and if none were forth coming, then he could come up with a few and arrange for them.

- **NIGP Region XI Chapter Teleconference 05-02-13:** President Carter reported that the use of WEBEX as a facilitating tool for members to attend meetings and conferences was very much welcomed and appreciated.

**DISCUSSION ITEMS:**

- **Discussion Items:** Kim Aringdale requested feedback and input on conducting a reverse trade show, which her entity desires. Bill Munch advised that Laura Chestains and John Albin from Tempe (?) had done an excellent job so that she should contact them in order “not to recreate the wheel”. Input from V.P. Schroeder stated that consideration should be given to those Chapter Entities whose budgets continue to experience short-falls due to the poor Arizona economy. Thus, why invite vendors to a reverse trade show when there was no business to provide to them? Bill Munch presented that each Chapter’s entity should give consideration on “lower dollar business quotes” which provides a huge amount of business to local/regional vendors.

**ENTITY UPDATES:**

- **CITY OF FLAGSTAFF:** Employees have been required to take another 2.5% pay-cut. Additionally, due to poor economic conditions, local vendors are continuing to go to the city mayor and/or counsel to complain.

Procurement staff are having to be “on their toes” at all times and prepared to respond to public complaints and ensure proper documentation with city officials.

- **COCONINO COUNTY:** Scott Richardson advised that the County is not experiencing the same level of discomfort, but acknowledged that the “local preference” issue continues to rear its head in public discussions.
- **MESC:** Executive Director Travis Lingenfelter, along with Bill Munch, continue to serve on the same committee and are hopeful that a draft of revised school procurement rules will be available for presentation to the Arizona legislature within the next six months. Bill believes because of all the committee’s hard work and dedication, this goal is attainable.

Additionally, it was advised that Bill Brannen, Director with MESC, was no longer with MESC effective late April 2013. He has relocated to the Phoenix area and is starting up his own consulting firm with a web page entitled [www.gbida.com](http://www.gbida.com). Replacing him is Mark Dibasi, MESC, effective as of the week of this meeting.

- **Mohave County:** Has a new Board of Supervisors (increased from 3 to 5) with the majority new to government. Same issues as City of Flagstaff in terms of vendors going direct to Supervisors to complain requiring Procurement Staff to be prepared at all times.

#### **NEW BUSINESS:**

President Carter advised he will be calling for a Board Meeting to be called in June 2013. He asked that Chapter Members send any budgetary requests to Secretary/Treasurer Williams beforehand, so she could note them. This should be done in advance of the Chapter’s July 2013 meeting so that President Carter may update Chapter Members at that time.

#### **NEXT MEETING LOCATION:**

- June 11, 2013. Coconino County Administration Building, Flagstaff, AZ. Request will be made to invite Bill Brannen to do a presentation on his new consulting business and web-site. Attending members may meet for lunch beforehand at La Fonda’s in Flagstaff, AZ (members go “Dutch”).

#### **ADJOURNMENT:**