



September/October 2009

# North Star News

## President's Message



Dear Colleagues:

CONGRATULATIONS TO: Andy Doran, our current chapter treasurer, and Ed Chromey, who served on the chapter board for three years, and both from the State of Minnesota Materials Management Division (MMD) were recently selected to serve on the State of Minnesota Accounting and Procurement System (MAPS) replacement team. The team will be challenged with several goals; one of which is: "the new system will provide tools for more effective and efficient management of state resources." You can find out more about the project that they will work on via this web link: <http://www.nmb.state.mn.us/maps-replacement> Both Andy and Ed will be members of team for the next two plus years. Andy Doran, with the approval of the MN-NIGP board, has been working with Dan Duffy, also of MMD, in the transfer of chapter treasurer duties.

AWARDS: You can help with the recognition of your fellow members (AWARDS). Take a few moments to consider those members who have helped benefit public procurement and/or their respective organizations. Examples: "Buyer of the Year" and "Manager of the Year". Larry Bruckner, with the support of the board, has streamlined the nomination process. Larry can be reached at: ph 612-342-1469. Web link to our awards program: <http://www.mnnigp.org/AwardsandPictures/AwardsProgram031507.pdf>

FALL CONFERENCE: Fall Conference Theme: "It isn't Easy Being Green" Thanks to all of you who will be able to attend the upcoming conference. You will have two days of training and networking opportunities.

ELECTIONS: NIGP Board Positions – Ballot is enclosed in this newsletter. You will be asked to vote for the following: Vice President, Secretary, and Board positions. If you have questions on the election process contact: Larry Bruckner, ph 612-342-1469

EDUCATION: Fall seminar: Performance Based Requests for Proposals, John Miller, CPPO, NIGP national master instructor will be here Oct 8th and 9th at MAC for this event. This interactive (group) seminar will help you explore the benefits of this approach to the public contracting. Contact Sue Growth, ph 651-201-2451 for additional information.

ARTICLE OF INTEREST – Web Link "Price Fixing, Bid Rigging, and Market Allocation Schemes: What they Are and What to Look For" <http://www.usdoj.gov/atr/public/guidelines/primer-ncu.htm>. Why am I including this in my message this month? It is a reminder to always review selected items of interest in our profession.

Until we meet again. Michael Scanlan

### Inside this issue:

Board Minutes	2-5
Treasurer's Report	6
2010 Ballot	7
2009 Seminar Information	8
2009 Schedule/Award Nominations Info.	9
Fall Conference Info.	10
Membership Application	11
Education News, New Law & Bd. Members	12

### Treasurer's Report:



# MN NIGP Board Meeting Minutes ..... June 12, 2009

MEETING CALLED BY		President, Michael Scanlan called the meeting to order at 12:25 p.m.													
TYPE OF MEETING		Board Meeting													
NOTE TAKER		Chris Marquette													
ATTENDEES		Larry Bruckner, Susan Groth, Rose Hanson, Michael Scanlan, Jerri DesJarlait, Andy Doran.  Bob Ledebuhr and Andrea Bolstad excused													
COMMITTEE REPORT	DISCUSSION	PERSON RESPONSIBLE	ACTION												
Secretary Report	April minutes handed out	Chris Marquette	Motion to approve by: Rose Hanson 2 <sup>nd</sup> Jerri DesJarlait APPROVED												
Treasurers Report	<p>Andy distributed the Treasurers Report.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Checking Account Balance (6/11/09)</td> <td style="text-align: right;">\$10,389.82</td> </tr> <tr> <td>Income (5/13/09 – 6/11/09)</td> <td style="text-align: right;">\$2,478.52</td> </tr> <tr> <td>Expenses (5/13/09 – 6/11/09)</td> <td style="text-align: right;"><u>\$1,644.82</u></td> </tr> <tr> <td>Ending Balance</td> <td style="text-align: right;"><b><u>\$11,223.52</u></b></td> </tr> <tr> <td>COD</td> <td style="text-align: right;"><b><u>\$8,933.40</u></b></td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><b><u>\$20,156.92</u></b></td> </tr> </table>	Checking Account Balance (6/11/09)	\$10,389.82	Income (5/13/09 – 6/11/09)	\$2,478.52	Expenses (5/13/09 – 6/11/09)	<u>\$1,644.82</u>	Ending Balance	<b><u>\$11,223.52</u></b>	COD	<b><u>\$8,933.40</u></b>	Total	<b><u>\$20,156.92</u></b>	Andy Doran	Motion to approve by: Sue Groth 2 <sup>nd</sup> Larry Bruckner APPROVED
Checking Account Balance (6/11/09)	\$10,389.82														
Income (5/13/09 – 6/11/09)	\$2,478.52														
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COD	<b><u>\$8,933.40</u></b>														
Total	<b><u>\$20,156.92</u></b>														
Nominations	Larry presented the new award criteria for the Buyer/Manager of the Year award. The new criteria will be posted on the web and in the next Newsletter.	Larry Bruckner	Motion to approve change: Sue Groth 2 <sup>nd</sup> Rose Hanson APPROVED												
Membership	None	Bob Ledebuhr excused													
Governance	None	Andrea Bolstad excused													
Education	Sue confirmed that the Chapter's cancelation policy for training seminars matches National's policy. We had 9 people attend the Legal Aspects of Public Purchasing seminar. Sue will work with Barb Paul to put out CPPB announcements in the Newsletter and on the website.	Susan Groth													
Program	Department of Corrections has been chosen for the November meeting location. Justin Kaufman has been selected as a tentative speaker on Negotiations and Conflict Resolution. Bernie Kopeschke may also be added to speak on the State's computer contracts and the Buy American initiative. Bernie may also be a good candidate for the January meeting.	Michael Scanlan													
Fall Conference	Brochures have been sent out. The speakers cost a little more than expected. The hotel, speakers and menu have been set.	Rose Hanson													
NEW BUSINESS		Mike Scanlan will be attending the National Forum. The December Board meeting will start earlier in the day to ensure all items are covered.													
Rose Hanson made a motion to adjourn the meeting, Sue Groth 2 <sup>nd</sup> APPROVED – Meeting Adjourned 1:55 p.m.															

# MN NIGP Board Meeting Minutes ..... August 14, 2009

MEETING CALLED BY	President, Michael Scanlan called the meeting to order at 12:15 p.m.		
TYPE OF MEETING	Board Meeting		
NOTE TAKER	Andrea Bolstad		
ATTENDEES	Larry Bruckner, Rose Hanson, Michael Scanlan, Andrea Bolstad, Jerri DesJarlait, Andy Doran. Chris Marquette excused, Susan Groth excused, Bob Ledebuhr excused.		
COMMITTEE REPORT	DISCUSSION	PERSON RESPONSIBLE	ACTION
Secretary Report	Chris was excused from this meeting. Jerri handed out April Board minutes. Change needed – Change April to June at the top of the page.	Chris Marquette Excused	Motion to approve with change by Mike 1 <sup>st</sup> , Andy 2 <sup>nd</sup> . APPROVED
Treasurer's Report	<p>Andy distributed the Treasurers Report. Checking Account Ending Balance as of 8/14/09 \$18,314.92</p> <p>Andy is waiting for a few more income items and slightly more expenses.</p> <p>Question raised by Rose: Did the Web-site company switch from Rose's card to Andy's? Andy thinks so, yes.</p> <p>Question raised by Rose. Why did the Web-site company switch to monthly. <i>Andy will check, and will change back to Annually</i></p> <p>Andy will be resigning his position effective almost immediately. He has accepted a new position with MA. He will not be attending Fall Conference.</p>	Andy Doran	Motion to approve by Rose 1 <sup>st</sup> , Mike 2 <sup>nd</sup> APPROVED
Nominations	<p>Andy will be resigning as Treasurer. Dan Duffy has agreed to finish out Andy's term. According to Article II of our By-Laws indicate the Board can appoint someone to fill vacation position. <i>Mike made a motion for the Board to appoint Dan Duffy as Treasurer, to finish out the remaining 2009 term and the entire 2010 term.</i></p> <p>Mike Scanlan will be Retiring as of January 1<sup>st</sup> from Hennepin County. He will not serve his term as Past President in 2010. <i>This position will remain vacant. This will cause an even number of members, so the 2010 President will abstain from voting, except to break a tie.</i></p> <p>Barb Paul agreed to Run for Board Position.</p> <p>Chris Marquette agreed to Run for Board Position.</p> <p>Larry reported that Deb Palmer was possibly interested in Vice President Position. However, she raised a couple of questions regarding the Board Meetings. She wanted to know if the group would consider meeting on a different day of the week, either Wednesday or Thursday. Also could the meeting be held closer to Olmsted County. <i>After much discussion, the general consensus said, yes we could do both. The formal/final schedule and location will be determined by the 2009 and 2010 Board Members at the December Meeting, however.</i> Larry will convey this message to Deb Palmer</p> <p>Andrea Bolstad will run for Secretarial Position</p> <p>Question was raised on what happens to Andrea's remaining year as board member, if she is elected Secretary. <i>After much discussion it was decided that someone would be appointed by the board to fill the remaining term.</i> Jerri expressed a willingness to serve the remaining term if no one else was interested.</p>	Larry Bruckner	Mike 1 <sup>st</sup> motion to appoint Dan Duffy to Treasure, Rose 2 <sup>nd</sup> , APPROVED

## Board Meeting Minutes ..... August 14, 2009 con't.

Nominations	<p><i>As of the date of our Board meeting the nominations are closed. Larry will coordinate with Barb Paul which names to include in our Election Ballot. Members will have a chance to write in a candidate on the ballot. The Ballot will be put into the Sept/Oct Newsletter. Ballots will be due by September 17<sup>th</sup> at 12:30 p.m. Anyone who had not submitted a ballot will have an opportunity at Fall Conference. The Election Results will be announced at the Business Meeting at Fall Conference.</i></p>	Larry Bruckner	
Membership	<p>Bob provided the board members a report thru email prior to meeting date.</p> <p>As of August 13<sup>th</sup>, we have 94 paying members. This compares to 128 from 2008</p> <p>Bob's report explained that he is working on a new membership directory. Olmsted County said they could print the directory. Jerri also said that Health could print it. <i>Mike recommended that Bob get pricing from Both and go with which ever one is cheaper. Bob will check with these agencies on pricing.</i></p> <p>Bob also recommended that the Chapter send out actual membership renewal notices/invoices when they are due. This would be in addition to notices in our newsletter. All members present thought this was a good idea. <i>The Membership Char would be responsible to send out the notices/invoices.</i></p> <p>Bob questioned why our membership renewal date was different than National's and wondered if we should change to match National. <i>Our By-Laws state that our Fiscal Year starts in January. Board members agreed to leave the date as is.</i></p> <p>Andy stated that Bob has all the membership applications to date.</p> <p>Mike Scanlan stated that after his retirement, no one from Hennepin County will be part of NIGP.</p>	Bob Ledebuhr Excused	No formal votes were taken on membership items.
Governance	<p>Andrea had nothing new to report</p> <p>Question was raised by Larry regarding language in our By-Laws that state; Item #D. All applications for membership shall be submitted to the membership committee for consideration and then submitted to the Board of Directors for ratification by a majority vote.</p> <p><i>The Board agreed that this language needs to be updated. Andrea Bolstad will work with Bob Ledebuhr no new language for Item #D and any others that need fixing. The changes will be brought before the October or December Board Meeting. Changes to By-Laws requires membership vote. This vote will take place at our January Membership Meeting.</i></p>	Andrea Bolstad	No formal votes were taken on Governance

# Board Meeting Minutes ..... August 14, 2009 con't.

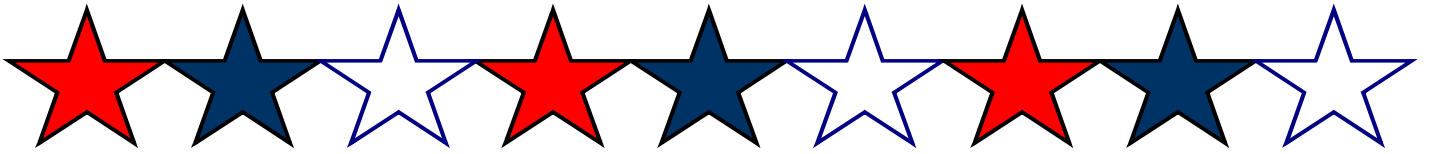
Education	<p>Susan Report: Susan was excused from Meeting. She sent a report by email prior to the meeting.  Susan submitted a 2010 CPPB Prep Schedule recommendation, which included holding the CPPB Prep Seminar in February and testing in May.  Susan submitted her recommendations for Seminars in 2010. The earlier we get these on the calendar the better for attendance. She recommended Sourcing in the Public Sector in Spring 2010 and Development and Managing RFP's in October 2010.  Susan requested all of us to recruit people to attend the Performance based RFP seminar in October. 2 people registered so far.</p> <p>Susan recommended the Board Consider buying the CPPB Prep Guides with funds at end of year. <i>Board agreed to buy. Will be discussed at the October or December Board meeting once funds have been committed to Fall Conference.</i>  Susan recommended we go back to the every other month for general meetings with a minimum 1.5 to 2.0 hours of training. In 2010 we have not provided our members with enough training hours for re-certification credits for CPPB's. <i>Board agreed with her recommendation. The formal schedule will be decided on at the December board meeting. Mike will add this</i></p>	Susan Groth	<p>Mike made motion to hold prep class in Feb, Andy 2<sup>nd</sup>. APPROVED  Andrea moved to accept the schedule Rose 2<sup>nd</sup>, APPROVED</p>
Program	<p>Mike reported that the November Chapter meeting will be held at the MN Department of Corrections. There will be a tour/talk by Mark Thompson from Minncor. Justin Kaufman is the tentative speaker, topic Negotiations and Conflict Resolutions.</p> <p>Andrea raised the question of training hours. How many training hours would Justin provide? Will our hours be increased to provide more credit hours?  <i>Mike will check with Susan Groth for a firm commitment with Justin Kaufman. Mike will also determine if we need to add Bernie as a speaker to provide more training hours for the Chapter meeting.</i></p>	Michael Scanlan	No formal votes were taken on Program
Fall Conference	<p>Rose reported that plans are progressing for Fall Conference. We have 44 registrations. The Committee agreed to extend our registration deadline to Friday, August 14<sup>th</sup>. <i>Andy will check on Monday if there are any last minute registrations.</i> Rose still needs bio/introductions from a couple of the speakers. <i>Andrea needs to provide Rose with information on MAC Star program speaker and MaryLou.</i>  Rose shared the conference menu.  Mike stated that he may or may not attend the Fall Conference. We are not to plan on him being there. Rose will handle the Business Meeting in his place.  Andy stated that the Met Council Manager also contacted Brenda regarding the Chapter's stand on not separating out the Hotel costs from the Registration Fee.</p>	Rose Hanson	No formal votes were taken on the Fall Conference Report
NEW BUSINESS	<p>September/October Newsletter articles: Get your articles and information to Barb ASAP.  Andy has an article regarding Buy American – he will submit to Barb Paul  The next board meeting is scheduled for October 16<sup>th</sup>, Noon-2:00 at the Department of Health  The December Board Meeting will also be held at the Department of Health. 11:00-3:00. Board Members are asked to plan on attending the entire meeting. Larry raised the question on membership wording. See Item in Governance.  Larry also raised the question on our Web-Master position. If Barb Paul is elected our Board Member are we asking too much of her to be Newsletter Editor, Web-Master and Board member? <i>Larry will ask Barb her thoughts on subject. If she doesn't want to be our Web-Master than we need to solicit from our membership anyone interested in this position. No action taken, until topic is discussed with Barb.</i></p>		
<p>Rose Hanson made a motion to adjourn the meeting, Larry Bruckner 2<sup>nd</sup>,</p>			

# Treasurer's Report .....by Andy Doran

Checking Account Balance (08/14/09)	\$17,064.92
Income (06/13/09 - 08/14/09)	\$1,250.00
Expenses (06/13/09 - 08/14/09)	\$0.00
Ending Balance	<b>\$18,314.92</b>
Certificate of Deposit	<b>\$8,933.40</b>
Total	<b>\$27,248.32</b>

MN-NIGP 2009 Budget Year					
08/14/09		2009	2009	2009 Year	2009 Year
		Budgeted	Budgeted	to Date	to Date
Account	Description	Income	Expenses	Income	Expenses
91100	Membership	6,000.00		4,370.00	
91200	Interest	60.00		27.41	
91300	Seminars	1,800.00		2,002.50	
91400	Fall Conference	10,000.00		6,650.00	
91450	Fund Raiser	0.00		0.00	
91500	Miscellaneous	0.00		25.00	
92100	Chapter Meetings		1,000.00		620.36
92110	Speaker Fees		1,000.00		0.00
92120	Guest Meals		50.00		0.00
92200	Board Meetings		500.00		165.20
92250	National Forum		725.00		0.00
92300	Seminars		260.00		387.74
92400	Newsletter/Directory		1,500.00		600.00
92450	Website		210.00		79.80
92500	Postage		100.00		0.00
92550	Office Supplies		125.00		0.00
92600	Nat'l Dues/Insurance		750.00		660.00
92700	Awards		350.00		271.22
92750	Educational Reimbursement		700.00		0.00
92800	Fall Conference		12,000.00		1,800.00
92850	Donations		0.00		200.00
92870	Fund Raiser		0.00		0.00
92900	Miscellaneous		250.00		46.00
<b>Totals</b>		<b>17,860.00</b>	<b>19,520.00</b>	<b>13,074.91</b>	<b>4,830.32</b>
			<b>(1,660.00)</b>		<b>8,244.59</b>





## 2010 Election Ballot

### Section I: Vote for 1 – Vice President

Deborah Palmer, Olmsted County

\_\_\_\_\_ (write-in)

.....

### Section II: Vote for 1 – Secretary

Andrea Bolstad, Metro Airports Comm.

\_\_\_\_\_ (write-in)

.....

### Section III: Vote for 2 – Board of Directors

Barb Paul, Olmsted County

Beverly Rausch, City of Bloomington

\_\_\_\_\_ (write-in)

\_\_\_\_\_ (write-in)

Print name: \_\_\_\_\_

(to eliminate ballot duplication only)

PLEASE FAX YOUR BALLOT TO:

Larry Bruckner at 612-335-4496

Or email: [lbruckner@mplspha.org](mailto:lbruckner@mplspha.org)

**By Tuesday, September 15, 2009, 4:30 p.m.**

(Ballots also accepted on September 17 at Fall Conference till 11:30 a.m.)





Register Today!

# MN NIGP PRESENTS: Performance Based Requests for Proposals

October 8 & 9, 2009

## Metro Airports Commission

6040 28<sup>th</sup> Ave South, Minneapolis MN

**Instructor:** John Miller, CPPO

Performance based contracting is one of the hottest topics in public procurement, The Federal Government Office of Management and Budget (OMB) established a goal of making 20% of all eligible service contract dollars over \$25,000 performance based in fiscal year 2002. A recent PricewaterhouseCoopers study indicates that state and local governments are quickly embracing performance based service contracting. As governments move toward performance contracting, most public procurement organization are not trained or equipped to effectively compete these contracts. This course will provide the requisite skills and tools procurement professionals need to successfully manage this new procurement methodology. Classroom activities will incorporate case studies to evaluate the effectiveness and application of the process.

This advanced level course is intended for those Procurement Officials, Managers, Department Heads and anyone else who may be interested in learning how to utilize this process for the benefit their jurisdiction

### OUTLINE

#### Day One:

Introductions and Course Overview  
Defining Performance Based Contracting  
The Expanded Systems Model  
Performance Based Statements of Work (SOW)  
Performance Measurements  
Case Study Applications

#### Day Two:

Review  
Performance Requirements & Standards  
Incentives and Penalties  
Monitoring/Quality Assurance  
RFP Performance Contracting Models  
Performance Contracting Best Practices

\*This outline may be modified slightly at the course instructor's discretion.

*Registration Fee: National Members: \$360; Non-Members \$500.*

**To Register** Visit: [www.nigp.org](http://www.nigp.org) **Download Registration Form** from the NIGP Seminar Schedule and Fax Registration to 703.736.9639 Attn: Patrice Freeman.

**To Register Online** please go to the NIGP Seminar Schedule and find your seminar. Click the register here link. At the end of the registration process you will be asked for a credit card or P.O., so please have your information ready.

**MN NIGP Seminar Coordinator:** Susan Groth, CPPB; Phone: 651.201.2451 or email: [susan.groth@state.mn.us](mailto:susan.groth@state.mn.us)

**For questions regarding registration**, please contact Patrice Freeman at the NIGP national office, email: [registrationinfo@nigp.org](mailto:registrationinfo@nigp.org) or call: 1.800.367.6447 ext. 276.



# MN NIGP 2009 Schedule



Date	Board Meeting	General Meeting	Training/Program Sessions	Location
Sept 17-18	Fall Conference	Fall Conference - "Its Not Easy"	Fall Conference - "Its Not Easy Being Green"	Holiday Inn - Elk River, Minnesota
October 8/9			Performance Based Request for Proposal	Metropolitan Airports
October 16	X			Metropolitan Airports
November 13		X		Dept. of Corrections
December 11	X			Metropolitan Airports

## Notes from Nominations.....with Larry Bruckner

**Award Nominations are Due  
on or before November 16, 2009**

Don't forget to nominate your co-workers,  
another purchasing peer member  
or your supervisor for any of the appropriate  
2009 MN NIGP awards.

*Buyer of the Year*  
*Purchasing Manager of the Year*  
*Richard M. Slivik Jr. Award*  
*Distinguished Member of the Year*  
or the **Best Practices Award**  
for an agency award!



# **MN NIGP**

## **Fall Conference Schedule**

### **“It isn’t Easy Being Green”**

#### **Thursday, September 17**

8:00 Breakfast

8:15 “Green Theme” Kick-off

9:30 Program: "Success Through INNOVATION and CREATIVITY!"™ with Randall Munson

11:45 Lunch

12:30 Program: Green Roundtable: “Designing a Greener Future” Nathan Reinbold/Hennepin County; “Star” Program –MAC, “Energy Program” - Mpls Public Housing

4:00 Business Meeting

4:30 Purchasing Networking Activities

6:00 Dinner

#### **Friday, September 18**

8:00 Breakfast

8:15 “Green” Activities

8:30 Program: “Green Purchasing” w/Kevin Lyons, PhD Rutgers University

11:00 Check –Out

11:30 Purchasing Activities

Noon Lunch

1:00 Program: ”Staying Green: Simple Steps to Self-Renewal” w/Mary Lou Rice

3:00 Conference Adjourns

**Please consider donating to the Silent Auction to  
assist the Chapter  
in their efforts  
to provide educational opportunities.**



**MINNESOTA CHAPTER  
OF THE NATIONAL INSTITUTE OF  
GOVERNMENTAL PURCHASING**

**INVOICE/APPLICATION  
2009**



Dues:  Individual - \$60  Agency - \$60 (per individual for first four; \$25 per individual thereafter)

Name of Applicant: \_\_\_\_\_ Certification \_\_\_\_\_

Certificate No. \_\_\_\_\_ Original Issue Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name of Agency: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Name of Department: \_\_\_\_\_ Address of Agency: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code (9 digit) \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Internet Address: \_\_\_\_\_

Type of Application: New-Individual  Renewal-Individual  New-Agency  Renewal-Agency

Member Status: MN Chapter Member  since \_\_\_\_\_ National Member  since \_\_\_\_\_

National Membership Number \_\_\_\_\_

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Make checks payable to  
Minnesota Chapter of NIGP  
Submit application form and check to:  
*Dan Duffy, MN NIGP Treasurer*  
*P.O. Box 7806,*  
*St. Paul, MN 55107*

MN-Chapter Federal Tax ID Number (TIN) is 41-1981156

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Membership applications are due January 31, 2009



NorthStar News  
151 4th St. SE  
Rochester, MN 55904

**MN Chapter of  
NIGP**  
(National Institute  
of Governmental  
Purchasing )

*We're on the Web:*  
[www.mnnigp.org](http://www.mnnigp.org)

## Education News-Susan Groth

Performance Based RFP – 2 days advanced seminar, October 8<sup>th</sup> and 9<sup>th</sup>. We have 4 registered and need 4 more to hold the class. Register today at [www.nigp.org](http://www.nigp.org)

CPPB Prep – Rescheduled for February 24<sup>th</sup> and 25<sup>th</sup>, 2010. The seminar will be held at MAC, requested instructor is Bill Davison, CPO

### 2010 CPPB Prep recommendations

- 5 months before test (December 2009) – Body of Knowledge Review (Foundation seminars and texts)

- 4 months before test (January 2010) – study group

**- 3 months before test (February 2010) – CPPB Prep Seminar**, Virtual Prep, Online Assessment

February 1, 2010 Application Submission Deadline

February 15, 2010 Application Submission Late Deadline

- 2 months before test (March) – CPPB Webinars, Contract-an-Expert (NIGP member exclusive)

**March 29, 2010 Exam Registration Deadline**

- 1 month before test (April) – Personal Study

**May 3-8, 2010 - Testing Dates**

## Board of Directors

### President

**Mike Scanlan, CPPO**  
Hennepin County  
A2205 Government Ctr  
Mpls, MN 55422-3706  
612-348-4469

### Vice President

**Rose Hanson, CPPB**  
City of Red Wing  
229 Tyler Rd. N.  
Red Wing, MN 55066-1826  
651-385-3674

### Secretary

**Chris Marquette**  
MN Dept of Health  
625 N Robert St  
St. Paul, MN 55155  
651-201-4639

### Treasurer

**Dan Duffy**  
State of Minnesota AMS  
50 Sherburne Avenue, # 112  
St. Paul, MN 55155-1490  
651-201-2449

### Past President

**Jerri Deslarlait**  
MN Dept of Health  
1645 Energy Park Drive  
St. Paul, MN 55108  
651-917-4861

### Board Members

**Andrea Bolstad**  
Metro Airports Commission  
6040 28th Ave. S  
Mpls., MN 55450-2799  
612-726-8163

### Larry Bruckner

Minneapolis Housing  
1001 Washington Ave N  
Mpls, MN 55401-1043  
612-342-1469

### Susan Groth, CPPB

State of Minnesota AMS  
50 Sherburne Avenue, #112  
St. Paul, MN 55155-1490  
651-201-2451

### Bob Ledebuhr

Rochester Public Utilities  
4000 East River Rd NE  
Rochester, MN 55906-2813  
507-280-1674

## New Required Equipment and Apparel Statute

State agencies and CPV members should be aware of the new law that was passed in the last session that pertains to the purchase of equipment or apparel that is used by a public employee. In the near future, MMD will be providing agencies and CPV members with information on how to implement this new law.

### Sec. 9. [181.986] REQUIRED EQUIPMENT AND APPAREL.

Notwithstanding any other law or rule to the contrary, a public employer is prohibited from knowingly purchasing or acquiring, furnishing, or requiring an employee to purchase or acquire for wear or use while on duty, any of the following items if the item is not manufactured in the United States of America:

(1) any uniform or other item of wearing apparel over which an employee has no discretion in selecting except for selecting the proper size; or  
(2) safety equipment or protective accessories.

(b) Preference must be given to purchases from manufacturers who pay an average annual income, including wages and benefits, equal to at least 150 percent of the federal poverty guideline adjusted for a family size of four. For purposes of this section, "public employer" means a county, home rule charter or statutory city, town, school district, metropolitan or regional agency, public corporation, political subdivision, special district as defined in section 6.465, subdivision 3, municipal fire department, independent nonprofit firefighting corporation, the University of Minnesota, the Minnesota State Colleges and Universities, and the state of Minnesota and its agencies.

(c) Notwithstanding paragraph (a), a public employer may purchase or acquire, furnish, or require an employee to purchase or acquire items listed in paragraph (a) manufactured outside of the United States if similar items are not manufactured or available for purchase in the United States.

**EFFECTIVE DATE.** This section is effective January 1, 2010, or upon expiration of valid contracts for such equipment and apparel entered into by public employers prior to June 1, 2009, whichever is later.

