



# MESSAGE FROM THE PRESIDENT

**A**s the end of summer approaches, I hope you have had an opportunity to take time to enjoy the weather, community events, county fairs and time with family.

I want thank **Frank Draxler, Scott Noffke** and the members of the host committee for their efforts preparing and conducting the June meeting in Eau Claire.

I would like to strongly encourage all of you to attend the Vendor Expo which will be held September 15<sup>th</sup> and the quarterly meeting on the 16<sup>th</sup> at The Country Springs Conference Center in Waukesha. The event provides a great opportunity to meet potential vendors and vendors with whom you are currently doing business.

I also ask that you continue to refer vendors to the Expo page on our web site. The more vendors, the more opportunities we have to meet suppliers in one location to assist us in sourcing and seeing product innovations.

From experience with the vendor's questions about the expo,

as to the benefit of committing resources, it is that the most creditable contacts will be attending. They obtain insight into government purchasing regarding the process and potential opportunities. The agenda for the Expo includes topics directed toward the vendors specifically. We also will be opening the Expo floor for end users to meet with the vendors as we have done in the past, so please pass the word to staff in your agencies. Also, please continue to encourage vendors to register.

Please make every effort to attend.

See you Waukesha,

Dean Helwig  
President

*Minutes—Continued from page 2*

conference each year. Dean will advise at the September meeting.

### **Future Meetings - 2005**

Sept 15-16 Waukesha – Vendor Expo, Denise Charkowski

Dec. 1-2 Madison – Sheraton Madison, Cynda Solberg

### **Newsletter Deadline** – August 5, 2005 – **Sharon Weeks**

is asking for someone to step forward and accept the role of WAPP Newsletter Editor. Sharon was given THANKS for her tremendous job as editor for many years.

Motion was m/s/p to adjourn at 12:15 p.m.

Respectfully submitted by:  
**Linda Dupuis** – Treasurer

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**Wisconsin Association of  
Public Purchasers  
Minutes  
June 3, 2005  
Eau Claire, WI**

Meeting was called to order at 11:35 a.m. by **President Dean Helwig** and followed by the Pledge of Allegiance and introductions.

**Minutes** - A motion was m/s/p to approve the March 2005 quarterly minutes

**Treasures Report**

**Linda Dupuis** - As of April 30, 2005, the checking account balance is \$16,167.90 after receipts and expenses, the CD balance is \$6,310.96 for a total of \$22,478.86.

**Committee Reports Audit** – **Eric Thornton** – **Eric** found the 2004 records accurate and in order. He recommends the Treasurer use MS Money or similar package in the future. He recommends signature approval for all payments.

**Expo** - **Denise Charkowski** – Expo is September 15 – 16 in Waukesha. Thursday morning will be a golf outing with vendors and the Expo opens after lunch. Please encourage non-members in your agency to attend the Expo and your Vendors to exhibit (vendor registration info is on the website). Thursday evening will be casino night. **Denise** is asking for volunteers for a panel discussion and needs one from state, city,

county and school districts.

**Membership** – **Dean Helwig** for **Monica Gannon** –For 2005, there are 184 paid memberships, of which 17 are new, 26 are retiree members and 24 members did not renew. The new directory will be available in September.

**Education** - **Frank Draxler** – Four WAPP members took the CPPB exam in May. There will be one more exam on July 11. Let Frank know if you are interested. There will be an NIGP seminar offered in October (**Jim Fering** has sent notice to members). One more NIGP seminar will be scheduled this year. Please note that WAPP members get a discount to attend NIGP seminars. **Frank** would like to know any topics you would like covered for future training sessions.

**Past Presidents Council** – **Steve Martinelli** - This group will meet in September to cover several important issues.

**Old Business**

**Dean Helwig** and the Expo committee would like members to put labels on the back of their business cards to encourage vendors to attend this year's Expo. **Jim Fering** will email the file for members to print on their own label stock.

**New Business** –

**Susan Connelly** asked that the Cooperative Purchasing Committees publish their minutes in the newsletter. This will help all WAPP members to be informed

of each team's progress through the year. **Steve Martinelli** asked that one portion of the newsletter be set aside for this. **Linda Dupuis** agreed to ask the five Team Leaders and/or Recorders to send their minutes directly to **Sharon Weeks**, WAPP Editor.

**Susan Connelly** asked that funds be moved from the WAPP checking to the savings account. **Mary Lynn Seidl** asked that members consider offering Thursday at this year's Expo for free to members, including lunch. Other ideas were discussed considering using the funds for education. **Frank Draxler** agreed to advise if the Education Committee has recommendations for use of the funds. No action was taken on the request.

**Patti Cherry** with City of Beloit asked if we could provide more information to new members. Suggestions included a packet of basic information about WAPP (hardcopy & website). A "buddy system" for new members was also suggested. **Patti** asked if the group will follow up with why 24 members left WAPP this year. **Steve Martinelli** will bring this to the Past President's council in September.

**Dean Helwig** asked if WAPP should have a booth at the Wisconsin County Association who will hold their Expo Sept. 19-20 in Milwaukee this year. **Ken Tronnier** said that WAPP members agreed about 6 years ago to have the WAPP Vice-President provide a booth to promote WAPP at a County, City or School

*Minutes continued on page 1*

**Minutes of the Spectacular Committee**  
 June 2, 2005

These are the minutes of the Spectacular meeting held on June 2, 2005 in Eau Claire. The minutes of the previous meeting on March 3, 2005 were approved.

Reports from the three lead agencies were provided i.e., the City of Milwaukee - light bars, Waukesha County - ammunition, and Washington County - road paint.

The City of Milwaukee stated that the pricing on their contract, which allows piggybacking by all government agencies, is good through August 31, 2005 (pricing does not include installation). **Janine** (City of Milwaukee rep) will pass the specifications for the light bars to the State of WI rep for incorporation into the State Bid. **Janine** was told that DOT also buys light bars and **Dan Gauger** is the contact, however, for the State of WI – **Janine** will find out to whom the appropriate buyer is to pass information.

Regarding the ammunition bid, it was reported that the state has requested a three-month delay and participation in a standards committee. Discussion and clarification on the purpose of a standards committee was held and as a result, a member of VALUE will participate in the evaluation committee, hopefully, via teleconference.

Finally, **Roy Hartmann** from Washington County reported that the State will re-bid road paint and glass beads in October 2005. The contract will be re bid by **Jane De Rosia** (608-266-2236) email: [Jane.Derosia@Dot.State.Wi.Us](mailto:Jane.Derosia@Dot.State.Wi.Us). **Ned Schmidt** from the State is the contact person for the specification development. **Ned** is working on revising the water base specifications

before re bid. His number is (608-261-8631). Both individuals are willing to answer any questions on this item.

**Roy** volunteered to do the following:

1. Prepare for **Jim Fering** to distribute a brief announcement to all WAPP and VALUE members telling them about this potential joint bid and its due date so that the agencies do not proceed to buy independently.

2. He will work with **Ned** to develop a fill-in-the-blank template to distribute to all so participating agencies can provide their volumes for incorporation into the bid. (Note: Along with this template he will attach the specification so the agencies may review prior to committing.) He will provide the specification and template to Jim to distribute to all VALUE/WAPP members

**What Your Workspace Says About You**

Have you ever felt like telling off your boss? Most of us have. That's why we can identify with cartoons that make fun of difficult bosses.

But before you cut out one of those cartoons to post by your desk, you may want to give some serious thought to the message you will be communicating to everyone who comes by your workspace.

According to Jo-Ellan Dimitrius, Ph.D. and Mark Mazarella, co-authors of *Reading People*, workplace props can offer significant clues to an employee's personality, values and level of commitment to

the job.

Although most workers have little control over such matters as furniture style or carpet color, many companies allow employees freedom in how they decorate their workspace.

Items such as calendars, photographs and reading materials can say a lot about you because, with so many choices available, they provide an ideal opportunity for individual statement.

It is only natural to want to personalize your office space to show your individuality or to make yourself feel more comfortable or at home, however, it's a good idea to be selective about what you display in your workspace.

While you may not label others based on how they decorate their space, your boss, coworkers, and clients may be making judgments about you. After all, a Dilbert day planner or poster of Eminem communicates different messages than a motivational calendar featuring slogans about teamwork and perseverance.

Tasteful photos, artwork and accessories are usually acceptable, while displaying that photo of you and your drunken fraternity brothers mooning the camera is generally not. A collection of beer mugs from your spring break outings, your toe nail clippers and that voodoo doll that looks just like the boss might be interesting conversation pieces, however, these types of "props" in your workspace are unlikely to create confidence in your judgment, discretion and leadership abilities.

*By Tag and Catherine Goulet, co-CEOs of FabJob.com*

WISCONSIN ASSOCIATION OF PUBLIC PURCHASERS  
 AGENDA – VENDOR EXPO & THIRD QUARTER MEETING  
 September 15 – 16, 2005  
 Country Springs Hotel ([www.countryspringshotel.com](http://www.countryspringshotel.com))  
 Waukesha, WI

Wednesday, September 14

4:00 – 8:00 PM Exhibitor Booth Setup (Grand Ballroom Foyer)

Thursday, September 15

7:30 –	8:00 AM	Member Registration
8:00 –	11:00 AM	Exhibitor Setup (Grand Ballroom Foyer)
8:00 –	11:30 AM	Introduction to Incident Command System (ICS) by Jim Schmidt, ICS Coordinator, Wisconsin Emergency Management (Woodfield C) ICS introduces users to the Incident Command System. The course provides a brief history of ICS and its evolution into an effective system for emergency management. Included in this unit are key principles, functions and responsibilities of ICS, as well as important terms that you will need to know to be effective in an ICS environment.
11:30 –	12:30 PM	Lunch (Meadowbrook)
12:30 –	5:00 PM	Vendor Exhibits Open (Grand Ballroom Foyer)
6:00 PM		Dinner (Meadowbrook)
8:00 –	11:00 PM	Casino Night (Meadowbrook)

Friday, September 16

7:00 –	8:00 AM	Registration and Continental Breakfast (Meadowbrook)
7:30 –	8:00 AM	Past Presidents' Meeting
8:00 –	10:15 AM	Cooperative Purchasing Committee Meetings (Various Locations)
10:15 –	10:30 AM	Break
10:30 –	Noon	Contract Workshop – DOA Contract Updates – How does the Silver Oaks Initiative affect WAPP and cooperative purchasing? Problems with the contracts and how they are working, questions, exemption and waiver process. Silver Oaks of the Future.

(Meadowbrook)

12:00 –	12:30 PM	Business Meeting/Common Problems (Grand Pavilion)
12:30 PM		Lunch (Cooperative Purchasing Committee reports during lunch)

**WISCONSIN ASSOCIATION OF PUBLIC PURCHASERS**

VENDOR EXPO AND THIRD QUARTER MEETING

September 15 – 16, 2005

Country Springs Hotel ([www.countryspringshotel.com](http://www.countryspringshotel.com))

Waukesha, WI

**MEMBER REGISTRATION FORM**

Hotel Information: A block of rooms has been set aside at the hotel for the evenings of September 14 and 15, with a special daily room rate of \$72/night - single and \$87/night - double. Taxes will not be charged with proof of exemption. You may reserve your room at the special rates through August 24, 2005. Rooms and special rates are NOT guaranteed after that date so please make your reservation early. Please make your reservation directly with the Country Springs Hotel by calling 800-247-6640 or 262-547-0201. Please indicate that you are with WAPP.

Registration Fees: (includes lunches, Thursday evening dinner & Casino Night, beverages and snacks each day)

	<b>WAPP Member</b>	<b>Non-Member</b>	<b>Retiree</b>
Both Days	40.00	65.00	20.00
Thursday Only	25.00	50.00	10.00
Friday Only	15.00	25.00	10.00

Name: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

C/S/Z: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please indicate your membership status:

- Regular Member     
  Retired Member     
  Non-Member  
 I plan to attend Thursday     
  I plan to attend Thursday evening event  
 I plan to attend Friday     
  I plan to bring a guest (Please check guest meals and include appropriate fee in check)  
     Thursday Lunch (\$10)                     
 Thursday Dinner (\$20)                     
 Friday Lunch (\$10)

Payment: Please make check payable to WAPP and send it along with this completed registration to:

Vera Laufenberg  
 UW-Madison, Purchasing Services  
 PO Box 1490  
 Madison, WI 53206-1490  
 608-262-4467 (fax)

You may Fax the form and mail the check if you wish. If you have any questions please contact Vera at [vlaufenber@bussvc.wisc.edu](mailto:vlaufenber@bussvc.wisc.edu) or call her at 608-262-3198. For driving directions to the Country Springs Hotel go to their website at [www.countryspringshotel.com](http://www.countryspringshotel.com).

WISCONSIN ASSOCIATION OF PUBLIC PURCHASERWISCONSIN PURCHASERS
AGENDA – VENDOR EXPO & THIRD QUARTER MEETING
September 15 – 16, 2005
Country Springs Hotel (www.countryspringshotel.com)
Waukesha, WI

Wednesday, September 14

4:00 – 8:00 PM Exhibitor Booth Setup (Grand Ballroom Foyer)

Thursday, September 15

7:00 – 11:30 AM Breakfast and Golf Outing at Willow Run (see golf registration form on last page)
7:30 – 8:00 AM Member Registration
8:00 – 11:00 AM Exhibitor Setup (Grand Ballroom Foyer)
8:00 – 11:30 AM Introduction to Incident Command System (ICS) by Jim Schmidt, ICS Coordinator, Wisconsin Emergency Management (Woodfield C) ICS introduces users to the Incident Command System. The course provides a brief history of ICS and its evolution into an effective system for emergency management. Included in this unit are key principles, functions and responsibilities of ICS, as well as important terms that you will need to know to be effective in an ICS environment.
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8:00 – 10:15 AM Cooperative Purchasing Committee Meetings (Various Locations)
10:15 – 10:30 AM Break
10:30 – Noon Contract Workshop – DOA Contract Updates – How does the Silver Oaks Initiative affect WAPP and cooperative purchasing? Problems with the contracts and how they are working, questions, exemption and waiver process. Silver Oaks of the Future
12:00 – 12:30 PM Business Meeting/Common Problems (Grand Pavilion)
12:30 PM Lunch Meadowbrook (Cooperative Purchasing Committee reports during lunch)

Agency: \_\_\_\_\_ Address: \_\_\_\_\_

C/S/Z: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please indicate your membership status:

{ } Regular Member { } Retired Member { } Non-Member

{ } I plan to attend Thursday { } I plan to participate in the golf outing (include additional check to WAPP for \$35)

{ } I plan to attend Thursday dinner and Casino night { } I plan to attend Friday

{ } I plan to bring a guest (Please check guest meals and include appropriate fee in check)
Thursday Lunch (\$10) Thursday Dinner (\$20) Friday Lunch (\$10)

Payment: Please make check(s) payable to WAPP and send it along with this completed registration to:
Vera Laufenberg, UW-Madison, Purchasing Services, PO Box 1490 Madison, WI 53206-1490 608-262-4467 (fax)

You may Fax the form and mail the check if you wish. If you have any questions, please contact Vera at vlaufenber@bussvc.wisc.edu or call her at 608-262-3198. For directions to the Country Springs Hotel, go to their website at www.countryspringshotel.com.

**GOLF REGISTRATION**  
 2005 VENDOR EXPO GOLF OUTING  
 Willow Run Golf Club ([www.willowrungolf.com](http://www.willowrungolf.com))  
 N12 W256506 Golf Road  
 Pewaukee, WI  
 September 15, 2005

Deadline for golf registration is September 8, 2005. Please make check payable to WAPP. The \$35 fee includes breakfast. In the event of inclement weather, Course Policy will apply.

Mail the registration form and check as directed below.

Golf will be a best ball scramble. Tee-off will be at 8:00 A.M. A continental breakfast will be served in the clubhouse starting at approximately 7:30 A.M.

Please indicate your playing level for 9-holes (60 and over = Beginner, 45-60 = Intermediate, below 45 = Advanced) below and any partner preferences (no guarantees)

Name: \_\_\_\_\_ Level of Play: \_\_\_\_\_

Golf Partner Preference:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

WAPP Members Mail to:  
 Vera Laufenberg  
 UW-Madison, Purchasing Services  
 750 University Ave  
 Madison, WI 53706

Vendors Mail to:  
 Denise Charkowski  
 UW-Madison, Purchasing Services  
 750 University Ave  
 Madison, WI 53706

<p><b>Dean Helwig, President</b></p> <p><b>Scott Noffke, Vice President</b></p> <p><b>Linda Dupuis, Treasurer</b></p> <p><b>Laura Forbes, Secretary</b></p>	<p>Presidents' Council                    <b>Steve Martinelli</b></p> <p>Membership/Public Relations, Co-Chairs                    <b>Monica Gannon</b> <b>Kathy Jaglin</b></p>	<p><i>Newsletter information may be sent to Sharon Weeks, 825 W. Columbia St., Chippewa Falls, WI 54729 or e-mail to <a href="mailto:Sharon@charter.net">Sharon@charter.net</a></i></p>
<p><b>Past Presidents:</b> Louis Bonneau, Andy Lehbraummer, Bill Mohaupt, Chuck Hintze, Clinton Warwick, Bill Holmberg, Bill Prodoehl, Jim Fering, Gary Nelson, Jack Hodak, Lee Johnson, Ed Witkowski, Ben Sowaske, Frank Draxler, Tom Wasley, Marie Hass, Alphonso Cooper, Susan Connelly, Ken Tronnier, Wallis Roberts, June Buchanan, Kim Verhelst, Iris Ost, Mary Lynn Seidl, Chris Wilmot, Sharon Weeks, Cynda Solberg, Steve Martinelli and others previous to 1970 .</p> <p><b>Committee Chairs</b></p> <p>Education                    <b>Frank Draxler</b></p> <p>Conference &amp; Product Expo                    <b>Wallis Roberts</b></p> <p>Program Planning                    <b>Scott Noffke</b></p>	<p>Environmentally Preferable Purch.</p> <p>Audit                    <b>Eric Thornton</b></p> <p>Historian                    <b>Kim Nelson</b></p> <p>Photographer                    <b>Kim Nelson</b></p> <p>Finance                    <b>Kim Verhelst</b></p> <p>Newsletter Editor                    <b>Sharon Weeks</b></p> <p>Newsletter Publisher                    <b>Barb Weller</b></p> <p>Webmaster                    <b>Jim Fering</b></p>	<p><b>WAPP VALUE VIEWS</b></p> <p>WAPP Value Views is published quarterly by the Wisconsin Association of Public Purchasers (established in 1947) and is free to its members. The Association's mission is to serve its members and governmental purchasing in general through quarterly conferences and seminars, education, professional certification assistance, procurement communication and technical and professional interchange.</p> <p><b>All Rights Reserved</b></p>

## WAPP VALUE VIEWS

**Wisconsin Association of Public Purchasers**  
**825 W Columbia Street**  
**Chippewa Falls, WI 54729**

