July 2014

Message from the President

Hello FAPPO members and welcome to a new year! I am honored to be serving as your President (again) for the coming year. It was wonderful to see 200 of our members attend the 45th Annual Conference & Trade Show in West Palm Beach in April. Congratulations to our award winners, Cheri Alexander, Craig Rowley and Fatima Calkins for their contributions to our association. I’d like to extend a huge “THANK YOU” to all of the committee members, volunteers, speakers, sponsors and exhibitors whose participation contributed to the success of the Annual Conference. I would also like to welcome David Santiago aboard after having been elected as Secretary for the 2014/2015 term.

We are currently in the midst of membership renewal time. If you have not yet renewed, you can process your payment via credit card directly through our website. You also have the ability to download and print the membership form if you are paying via check.

I’m excited to announce that we have scheduled a strategic planning session for August 9th at the Greater Orlando Aviation Authority Purchasing office. The session will be facilitated by Mr. Ed Hacker of the City of Lakeland. Further details will be posted to the website as the session date nears.

In the coming months we will be releasing information for the Fall Workshop scheduled on November 7, 2014 at the Hilton Daytona Beach Resort. Workshop agenda and registration information will be forthcoming in future newsletters as well as our website.

Planning for the 48th Annual FAPPO Conference and Trade Show themed “Elevating our Professionalism” has already begun! The Conference is scheduled to be held on May 17 – 20 at the Rosen Centre Hotel in Orlando.

I’d like to thank everyone who volunteered to serve on committees this year. Your contributions to the association help us to grow and elevate the procurement profession. Several other members have reached out and expressed interest in serving. As opportunities to volunteer arise, I will be contacting you directly.

Thank you for your continued support and please feel free to reach out to me or any officer at any time with comments.

Carrie Woodell, MPA, CPPO, CFCM, C.P.M., FCPM
FAPPO President, 2014-2015

FAPPO OFFICERS

Carrie Woodell, President
Diane Wetherington, Treasurer
Joe Benjamin, Vice President
David R. Santiago, Secretary
Message from the Vice President

It was great seeing all of you who attended the 47th Annual Conference where we were “Challenged to Change” and where our membership elected David Santiago to serve as our Secretary over the next year. Congratulations David! I’m looking forward to working with both David and Diane as we move through the FAPPO Officer chairs. If you didn’t have the privilege of attending, you missed a great conference and trade show. It is never too early to start planning your attendance at next year’s conference.

It has been an honor and a privilege serving as FAPPO Treasurer. I’m now looking forward to this next challenge, serving as Vice President and working on the program for the 48th Annual Conference and Trade Show in Orlando where we will be called to “Elevate our Professionalism”. We have seen what our membership has said about making a great conference even better through the results of our attendee survey and we will be working toward implementing those enhancements. FAPPO is, without a doubt, the premier Professional Governmental Procurement organization, and we should always be looking for ways to improve so I welcome your comments and suggestions for maintaining that lofty status.

Joe Benjamin, CPPO, CPPB, FCCM
FAPPO Vice President

Message from the Treasurer

Hello FAPPO Members!
What a great conference we had in May in West Palm Beach. If you were not able to attend I hope that you are making plans to attend the 2015 conference which will be in Orlando. Some of the benefits of attending include networking with other Procurement Professionals from all over the state and attending the many classes offered. I am honored to have been nominated and elected Treasurer for 2014-2015 and I look forward to serving you as Treasurer. If you have any suggestions or comments that you think may help build a stronger organization, let myself or any of the officers know. I look forward to seeing you at either the Fall Workshop or the Spring Conference!

Diane Wetherington
FAPPO Treasurer

Message from the Secretary

It is an honor and a privilege to serve this Board and organization; a heartfelt thanks to all of you who had the confidence to vote me onto the Board, I will not let you down. I have participated in FAPPO since August 1998 and have been the recipient of its benefits for many years. I look forward to working hard as I move through the FAPPO chairs and one day leading FAPPO through positive and successful changes that will ultimately “Elevate our Professionalism.”

David R. Santiago, CPPB
FAPPO Secretary
## CALENDAR OF EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Location</th>
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<tr>
<td>08.09.14</td>
<td>FAPPO Strategic Planning Meeting</td>
<td>Greater Orlando Aviation Authority</td>
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<td>11.06.14</td>
<td>FAPPO Board Meeting</td>
<td>Hilton, Daytona Beach</td>
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<tr>
<td>11.07.14</td>
<td>FAPPO Fall Workshop</td>
<td>Hilton, Daytona Beach</td>
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<tr>
<td>02.06.15</td>
<td>FAPPO Board Meeting</td>
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<tr>
<td>5.17-20.15</td>
<td>FAPPO Annual Conference</td>
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<td>Hillsborough County BOCC</td>
<td>07.18.14</td>
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<tr>
<td>Procurement Supervisor</td>
<td>Hillsborough County BOCC</td>
<td>07.18.14</td>
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<tr>
<td>Contracts Negotiator</td>
<td>Manatee County Government</td>
<td>07.30.14</td>
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<tr>
<td>Buyer</td>
<td>Solid Waste Authority of Palm Beach City</td>
<td>08.29.14</td>
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<td>Procurement Specialist</td>
<td>City of Sunrise</td>
<td>08.31.14</td>
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<tr>
<td>Contract Specialist</td>
<td>South Florida Regional Transportation Authority</td>
<td>09.10.14</td>
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<tr>
<td>Purchasing Agent</td>
<td>City of Altamonte Springs</td>
<td>09.30.14</td>
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In Loving Memory of Jane Dalrymple, CPPB

Jane was the life of any event she participated in. Many remember her contagious laughter and joy she spread around FAPPO.

Jane was an active FAPPO member and committee member until she retired in January 2014 and continued on as an honorary member. She was also the 2013 recipient of the FAPPO’s Volunteer of the year award presented by President Woodell.

Jane loved our profession, FAPPO, it’s members, and the City of Punta Gorda. Jane practiced Procurement for 41 years, which began at Michigan State University.
In Reply Refer to: 548/135

May 7, 2014

Ms. Susan Blair
3745 Thayer Lane
Melbourne, Florida 32901

Dear Ms. Blair:

On behalf of the West Palm Beach VA Medical Center and Voluntary Service, I would like to take this opportunity to thank you for the recent donation in cash for the amount of $56.00 on April 21, 2014.

The donation was deposited into the General Post Fund, earmarked for the Fisher House which provides for the residents needs so we may make their stay as comfortable as possible and to help maintain the Fisher House. It is due to your generosity that we are able to provide such wonderful services to the Veterans and their families.

Once again, I would like to thank you for the donation and supporting our Veterans’. If you have any questions or need any additional information, please contact Voluntary Service at (561) 422-7373.

Sincerely,

Mary C. Phillips, MTRS
Chief, Voluntary Service

In accordance with VHA Directive 4721, we are required to state “The Department of Veterans Affairs did not provide you, the donor, any goods or services in consideration in whole or part for your contribution.”
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<th>CLASS</th>
<th>Jul-14</th>
<th>Aug-14</th>
<th>Sep-14</th>
<th>Oct-14</th>
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<td>Alternative Dispute Resolution</td>
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<td>Contracting with Federal Funds/Grants &quot;Intermediate&quot;</td>
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<td>SEFL NIGP 7/24/14-7/25/14 (Pompano Beach)</td>
<td>TB NIGP 9/04/14 - 9/05/14 (Tampa)</td>
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<td>Introduction to Public Private Partnerships (P3s)</td>
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<td>TB NIGP 10/03/14 (Tampa)</td>
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<tr>
<td>Introduction to Public Procurement</td>
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<td></td>
<td>CFC-NIGP 11/05/14 - 11/07/14 (Kissimmee)</td>
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<tr>
<td>Legal Aspects of Public Procurement</td>
<td></td>
<td></td>
<td>FAPPO 9/10/14 - 9/12/14 (Lake City)</td>
<td></td>
<td>CFC-NIGP 11/05/14 - 11/07/14 (Kissimmee)</td>
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LEGEND:

DMS: State of Florida Department of Management Services  
website:  http://dms.myflorida.com/business_operations/state_purchasing

CFC-NIGP: Central Florida Chapter of NIGP  
website:  www.nigp-cfc.org

FAPPO: Florida Association of Public Purchasing Officials  
website:  www.fappo.org

SEFL NIGP: Southeast Florida Chapter of NIGP  
website:  www.nigpsefl.org

NFLPA: North Florida Procurement Association Chapter of NIGP  
website:  www.nf-pa.org

NIGP: National Institute of Governmental Purchasing  
website:  www.nigp.org

MIDFL: Mid Florida Chapter of NIGP  
website:  www.midflnigp.org

TB NIGP: Tampa Bay Chapter of NIGP  
website:  HTTP://www.nigp-tampabay.org/

GMC: Greater Miami Chapter of NIGP  
website:  www.nigpmiami.org

GCAGPO: Gulf Coast Association of Governmental Purchasing Officers  
website:  www.gcagpo.org

NCFCNIGP: North Central FL Chapter of NIGP  
website:

SBAC NIGP: Sarasota Bay Area Chapter of NIGP  
website:  http://204.193.113.204/PurchasingPartners/SarasotaAreaChapterNIPG.aspx

TAC NIGP: Tallahassee Area Chapter of NIGP  
website:  www.tacnigp.com
FLORIDA ASSOCIATION OF PUBLIC PROCUREMENT OFFICIALS, INC.
PROFESSIONAL DEVELOPMENT (PRO-D) SEMINARS

CHECK OUT THE SEMINARS WE HAVE IN STORE FOR YOU!
For more information, please visit our Website at http://www.fappo.org/

Registration Form available at http://tinyurl.com/nv9c6r6

Course Title: LEGAL ASPECTS OF PUBLIC PURCHASING
Dates: 3-DAYS – SEPTEMBER 10-12, 2014
Times: 8:00 A.M. to 5:00 P.M. Daily

Contact hours: 24 hours
CEU Units: 2.3

General Description:
Designed to be an educational exploration of the Legal Aspects of Public Procurement, this course will provide a foundation of the principles and general concepts of the law as it applies to public procurement. Course content will address issues such as the UCC, the Model Procurement Code, Sale of Goods Act and the legal implications surrounding solicitations, contracting and post award issues. Attention will be given to the ethical issues facing the profession relevant to the law. Taught by procurement professionals, not an attorney, this course will focus on actual procurement situations with actual procurement implications.

Intended Audience:
This fundamental approach to procurement law will be of interest to those who are substantially involved in the public procurement contracting process. Individuals who want to increase their understanding of both the capability and limitation of the law on government procedures will be responsive to the course content. In addition, this course will be beneficial to all those who work alongside those in the public sector and must operate under the guidelines of procurement law for the successful acquisition of products and services. Please note that this course is intended to address US legal issues and may not meet the needs of those working outside the United States. The UPPCC certification exams do not contain questions about country-specific laws.

Prerequisites:
Though no prerequisites are stipulated for this class, successful participants should have completed the NIGP Introduction to Public Procurement class, or have some public procurement introduction to the field prior to enrolling.

DATE: SEPTEMBER 10-12, 2014

LOCATION: City of Lake City
Public Safety Building Training Room
225 N W Main Blvd., 2nd Floor
Lake City, FL 32055

HOTEL: Country Inn & Suites
350 SW Florida Gateway Drive
Lake City, FL 32024

PHONE: 800-596-2375

ROOM RATES: $83.00 government rate (plus tax)
**How to Become a Host Site**

If your agency is interested in hosting a FAPPO sponsored seminar, this document will provide you with the process guidelines.

**Requirements**

Must be a current FAPPO member to host a FAPPO sponsored seminar and serve as site coordinator. A local agency or NIGP chapter is eligible to host one (1) class per fiscal year. The site coordinator is eligible to attend one (1) seminar per year.

**Responsibilities**

1. Provide a seminar facility, at no cost to FAPPO, which will accommodate up to 30 attendees, as well as any equipment that is required by the instructor (i.e. easel pad, markers, projector, screen, etc.).

2. Submit request to host in writing to FAPPO ProD Chair. Provide seminar dates in request. Each seminar requires a minimum of 8 attendees for the seminar to be held. Plan seminar dates accordingly to allow enough time to reach minimum requirements. Host requests should be submitted a minimum of sixty (60) days prior to seminar date(s).

3. Provide a completed **Seminar Logistics Form** to the FAPPO ProD Chair when requested. This form will provide details on local hotel including address, contact number, rates and proximity to nearest airport.

4. Correspond with assigned instructor and ProD Chair to ensure proper flow of information to all parties.

5. Provide light refreshments each morning and afternoon for the duration of the seminar. FAPPO will generate a check in the amount of $200.00 to the site coordinator to cover the cost.

6. Receive and secure all books and materials for the seminar. Upon receipt of shipments, confirm receipt of correct materials and communicate that to ProD Chair. Receive NIGP toolkit and provide to instructor at start of seminar.

7. Distribute required forms each seminar day, including registration forms, sign in sheets (each morning and afternoon), and evaluation sheets.

8. Provide attendees with a listing of nearby restaurants and be available to assist with any inquiries to ensure a positive training experience.

9. At end of seminar, ship unused materials back to NIGP within 2 days; may use portion of funds provided by FAPPO. Return required forms **ONLY** in pre-paid UPS envelope within 2 days.

10. Mail all receipts and unused funds back to FAPPO Executive Director for reconciliation.

In exchange for serving as the site coordinator and performing all aforementioned duties, FAPPO will pay the cost of registration for that designee.

If you are interested in serving as a Host Site for a FAPPO sponsored Professional Development seminar, please contact:

Tara Walls  
City of Lakeland  
Tara.Walls@lakelandgov.net
"You have brains in your head. You have feet in your shoes. You can steer yourself any direction you choose. You're on your own. And you know what you know. And YOU are the one who'll decide where to go..."

--Dr. Seuss, Oh, the Places You'll Go!

Did you know that each year FAPPO appropriates thousands of dollars to increase the knowledge of its membership? Last year less than 5 members took the advantage of the ‘free money’ available under the College Reimbursement Program and 0 members took advantage of the ‘free money’ available under the Scholarship Program. This year, I challenge each of you to take responsibility for assessing what you know and where you’ll go!

The links below will take you to the professional development program descriptions along with a brief summary of the benefits.

**College Education Reimbursement (CER) Program**

Any regular member who has paid their membership dues for the current year and the immediate past year is eligible for this program. The CER Program may reimburse educational costs up to $750 for undergraduate and graduate coursework leading to a degree in business administration, public administration or other degree directly related to purchasing. Educational costs may include tuition, books, and materials. See program description for full program guidelines.

**Scholarship Program**

Any regular member whose dues are current and have been a member for 1 year prior to scholarship submittal is eligible for this program. The Scholarship Program may reimburse up to $300 for member to attend an NIGP course sponsored by FAPPO or other FAPPO sponsored course. See program description for full program guidelines.

Submitted by: Kristy Rumping, CPPO, CPPB, FCCM, - CER and Scholarship Coordinator
**Question of the Day**

Are you planning to sit for the CPPB or CPPO exams in the near future? There are a number of ways to prepare for these challenging tests. Taking LEAP courses, obtaining the PREP Guides from the NIGP bookstore, participating in a study group or reviewing the material on your own are just some of the ways to prepare.

For those of you who would like a little day to day inspiration and interaction right at your desktop, one of our members, Past President David Nash, sends out a question of the day by email. The questions come from a variety of sources and are about half multiple choice and half essay. Each person responds directly to David and no one’s answers are ever shared with anyone else. And best of all, there is no charge to participate.

If you are interested in receiving these daily questions, just go to the website [goftheday.net](http://goftheday.net) for complete information on the program and to register your contact information. If you have any questions after visiting the website, feel free to contact David by phone at 954-829-0421.
FAPPO BUCKS
START FILLING YOUR BUCKET!

EARN YOUR WAY TO 2015 FAPPO CONFERENCE & TRADE SHOW!

The FAPPO BUCKS Program was a huge success again this year! FAPPO gave away approximately $28,000 for FAPPO members to attend the conference or help with hotel costs. FBucks were given away for Committee Participation, Trade Show recruitment, being a conference speaker, winning any of the FAPPO awards or volunteering at the Conference. Bucks used were pretty evenly distributed between Conference Registration and hotel. Approximately 75 members were able to attend the conference due to the FAPPO Bucks Program.

Next year the annual conference will be in Orlando, so now is the time to volunteer to be on a Committee, put together a class for the Conference, start working on your award submittal or volunteer your services. We are currently updating the Bucks program to give you even more opportunities to earn FBucks. Check out the 2014 Bucks Program information in this newsletter and feel free to contact any of your officers to volunteer.

The FBucks Committee is required to provide monthly reminders of the FBucks allocation to FAPPO members. In order to accomplish this goal, we’ve posted the allocation file to the FAPPO website in lieu of sending individual email reminders.

To learn more about the FAPPO Bucks Program, go to the FAPPO website and look under “What’s New”. You can also call or email us. Keep looking for more ways to win FBucks in upcoming editions of the newsletter!

Linda Hubbart-Williams
linda.hubbart-williams@unf.edu
904-620-1739

Fatima F Calkins
FCalkins@goaa.org
407-825-2044
FAPPO Fall Workshop
"Making a Difference"

November 7, 2014
Daytona Beach, Florida

It’s never too early to begin planning! The FAPPO Fall Workshop "Making a Difference" will be held at the Daytona Beach Hilton on November 7, 2014.

Fall Workshop Registration: $75.00 – Member Rate; $125.00 - Non-member Rate

Hotel Rate (single/double): $119.00 plus hotel tax (if applicable)
Self-Parking Rate: $5.00/night
FAPPO FALL WORKSHOP
NOVEMBER 7, 2014
DEADLINE FOR REGISTRATION IS OCTOBER 31, 2014

Hilton Daytona Beach Oceanfront Resort

Name: ____________________________________________ Last First

Name for Badge __________________________ CPPO □ CPPB □ C.P.M. □
Title: ____________________________________________ Other certification _______________________
Agency: ____________________________________________ Phone: __________________________
Address: ____________________________________________ Email: __________________________
City/State/Zip ____________________________ □ Special dietary or ADA needs?

Registration for members is $75.00 (Includes lunch)
Registration for non-members is $125.00 (Includes membership from receipt of payment through May 31, 2014 and lunch)

PAYMENT BY CREDIT CARD-email to execdirector@fappo.org
Name on card: ____________________________ Type: Visa □ Master Card □ Amex □
Card No. ____________________________ Expiration date ____________________________
Authorized signature: ____________________________

PAYMENT BY CHECK
Mail to:
FAPPO, 8875 Hidden River Parkway, Suite 300 #3059, Tampa, FL 33637

Hotel accommodations:
Hilton Daytona Beach Oceanfront Resort
100 N. Atlantic Avenue, Daytona Beach, Florida, 32118

Call 866-536-8477 and request a room out of the group block “FAPPO – Florida Association of Public Procurement Officials”

The FAPPO rate is $119.00 per night plus tax if applicable. To obtain this rate, you must book no later than October 15, 2014
CALL FOR PRESENTATIONS - 2014 FALL WORKSHOP

“MAKING A DIFFERENCE”

FAPPO is accepting proposals for presentations for the 2014 FALL WORKSHOP to be delivered to the membership on November 7, 2014. The deadline to submit proposals, bio, and summary is August 8, 2014.

Topics for presentation should support the above theme and motivate, educate, and challenge our members. Every presenter is invited to share experience, expertise, knowledge, and transferrable capabilities with colleagues to offer solutions for future success.

Presentations should have high interest, quality content and delivery design. Length of presentations will be determined by the scheduling requirements. The conference will provide members with a dual track format due to its previous years.

Presenters will be required to submit their final presentations in PowerPoint format to the Program Chair no later than October 10, 2014. This deadline is crucial to ensure proper format of material and FAPPO will upload the presentations on-line for members to download materials prior to the Fall Workshop.

Presenters must provide their own laptops. FAPPO does not have multiple laptops available for individual use. If needed, presenters are responsible for making arrangements for this equipment.

Proposal/Application Guidelines:
- Complete application
- Summary of presentation is limited to one paragraph of up to 150 words
- Biographical information must be limited to 150 words and include a picture (.jpeg format, head-and shoulders)
- Proposal/Application shall be submitted via email to the Fall Workshop Program Chair

Benefits of Presenting:
- FREE Registration to the FAPPO FALL WORKSHOP
- Recertification credit may be granted in accordance with the certifying organization’s guidelines
CALL FOR PRESENTATIONS - 2014 FALL WORKSHOP

“MAKING A DIFFERENCE”

APPLICATION

Name: ___________________________ Certifications: ________________

Entity: ________________________________________________________________________________

Phone: (____) _______________ Fax: (____) _________________________

Email: ________________________________________________________________________________

Number of Proposals Submitted: ________________

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<td>2- Intermediate to Advanced</td>
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<td>3- Leadership</td>
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Proposals will be reviewed by the Program Chair and recommendations will be submitted to the FAPPO President for approval. The Program Chair will notify all selected presenters of the outcome of submitted proposals.

To be completed by FAPPO:

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<tr>
<th>Topic</th>
<th>PC recommended</th>
<th>President approved</th>
<th>Tentative Schedule</th>
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EMAIL BIO, SUMMARY & PROPOSALS BY AUGUST 8, 2014 TO:
olson.cheryl@brevardschools.org
Fall Workshop Program Chair
2014 OFFICERS

President - Carrie Woodell, MPA, CFCM, CPPO
Administrator
Orange County Procurement Division
Carrie.woodell@ocfl.net
Phone: 407.836.5664

Vice President - Joe Benjamin, CPPO, CPPB, FCCM
Purchasing Manager
City of Plant City
jbenjamin@plantcitygov.com
Phone: 813.659.4270

Treasurer - Diane Wetherington, CPPB, FCCM
Purchasing Agent III
City of Orlando
Diane.wetherington@cityoforlando.net
Phone: 407.246.3633

Secretary - David R. Santiago, CPPB, FCCN
Purchasing Manager
City of Orange City and City of DeLand
dsantiago@ourorangecity.com
Phone: 386.775.5440

2014 - 2015 COMMITTEE MEMBERS

Advertising/Sponsor
Craig Rowley, C.P.M.
Advocacy Committee
Bobbye Marsala, CPPO, CPPB, C.P.M., FCPM, FCPA
Committee-Gregory Spearman, CPPO, FCCM
Committee-Neil Appel, C.P.M.
AEP Awards Com. Sr.
Joe Benjamin, CPPO, CPPB, FCCM
Barbara Grilli, CPPO, CPPB, C.P.M., FCCM
Appointment/Awards Entity
Cheryl Olson, CPPO, C.P.M., CPM
FAPPO Awards
Keith Glatz, CPPO
By-Laws
Cheryl Shanaberger, MPA, CPPO
Education
Chair Pro D-Tara Walls
Scholarship Coord.– Kristy Rumping, CPPO, CPPB, FCCM
CER Coord–Kristy Rumping, CPPO, CPPB, FCCM
Executive Director
Craig Rowley, C.P.M
Fall Workshop
Program - Cheryl Olson, MBA, CPPO, C.P.M., CPM, FCCN
FAPPO Bucks
Chair-Fatima Calkins, CPPO, CPPB, FCCM, FCPM, FCPA
Co-Chair-Linda H. Williams
Finance
Cliff C. Chroust, MBA, PMP
Historian
Wendy Geltch, C.P.M., CPPO, CPPB, FCCM, FCPM, FCPA, A.P.P.
Meeting Coordinator
Zulay Millan, CPPB, FCCM
Membership/Outreach
Marian Pace, CPPO, CPPB, FCCM
Committee-Chelsey Rogers
Committee-Patricia Guthrie, CPPB
NCPPC Representative
Cheri Alexander, C.P.M., CPPB
Nominating
Joe Benjamin, CPPO, CPPB, FCCM
Parliamentarian
Rhonda Ulmer, C.P.M., CPPO
Past President
Cheryl Shanaberger, MPA, CPPO
Presidential Advisors
Marian Pace, CPPO, CPPB, FCCM
Johnny Richardson, CPPO, CFCM
Denise Schneider, CPPO, CFCM
Procedural Oversight
Chair-Marian Pace, CPPO, CPPB, FCCM
Committee-Mike Pershing, CPPB
Committee-Anne Heinen
Resolution/Awards
David Nash, CPPO, CPPB
Sergeant-at-Arms
Ed Parker, CPPO, CPPB
Social Responsive Chair
Diane Reed, CPPO, CPPB, FCCM
Committee-Anthony Maldonado, CPPB
State Proc/DMS Rep
Cliff Chroust, MBA, PMP
Strategic Planning Coordinator
Denise Schneider, C.P.M., CPPO, CPPB
Survey/Research
Kelly Loll, C.P.M.
Technology Chair/website
Zulay Millan, CPPB, FCCM
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