



THE GRAPEVINE

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September 2004

MESSAGE FROM THE PRESIDENT

Sandy Scallan, CPM

Editor's Note: It is with regret that we inform you that Sandy Scallan's mother unexpected passed away last month. At this sad time, Sandy is deeply involved in personal matters. This article is a summary of Sandy's report to the Board of Director's September meeting. Please join with me in offering our deepest sympathy to Sandy and her family.

At the last Board meeting, Sandy expressed her interest in letting the membership know that we are all looking forward to the upcoming LSCPM Annual Conference on November 4. This year's theme is "***Leadership and Workforce Development***". Lance Armstrong, the conference chair, has done an outstanding job in putting together a meeting which should be exciting and interesting to all supervisors and managers who attend. We expect a very good attendance and representation from all Departments in State government.

One of our committees is working on the annual awards for CPM and the Year, CST of the Year, and other awards of merit. These will be presented at the luncheon on November 4th. If you have nominations, contact Pam Percy, our awards chairman this year.

We are also proud of the turnout and comments from our last Quarterly Luncheon and Business meeting which was televised to several locations statewide. In the electronic world, LSCPM is trying to get on board with technology. We wish to thank Sam Breen whose office made this option possible. You will get information on the December meeting shortly; this meeting will be a more traditional luncheon and will not be televised.

Sandy also wanted to let everyone know that the national AACPM conference went very well. Louisiana was well represented. Sandy has accepted a national committee position on the Communications group. ///

Proposal to Amend LSCPM By-Laws

**By
Vivian Guillory, Esq.**

The LSCPM Board has approved a proposal to present to the membership at the annual conference to amend Article IV of the By-Laws regarding the Nominations Committee. Article IV (A)(c) now states that the Nominating Committee shall consist of three non- Board members who shall elect the chair of the committee. The proposed amendment would make the Past – President, who is a Board member, the chairperson for the committee. The Board's reasoning for the change is that a Past-

President has knowledge of the membership that will assist the committee in selecting new officers. The exact language change is as follows: (The language in **Bold** is new. The ~~strike through~~ language is proposed to be deleted)

ARTICLE VI

c. Nominating Committee: The Nominating Committee shall consist of three members, **the Past –President shall be the chairperson, and the other two shall be LSCPM members** who are not members of the Board, selected by the Board of Directors to serve a two-year term; the committee ~~shall select its Chair and~~ shall nominate persons for each of the elective offices of the Society.

According to Article X Section (A) of the By-Laws “These Bylaws may be amended at any duly called meeting of the full Society by a vote of three-fourths of the voting members present, provided the proposed amendment is issued to the members of the Society, in writing, at least thirty days prior to the meeting.”

Questions and comments on this proposed amendment change should be directed to Vivian Guillory vguillory@adminlaw.state.la.us or Sandy Scallan sscallan@lsu.edu .

LSCPM Society Newsletter
September 30, 2004

CPTP Administrator’s Report

Note: this is a summary of the CPTP Administrator’s Report to the Board of Directors, September meeting.

Sam Breen was able to attend the Board meeting in September. He reported that his staff is very busy with the mandatory training that is winding down and getting close to the final deadline. The Board thanked Sam Breen for his gracious accommodation to the LSCPM and the wonderful world of technology. CPTP is housed in the Claiborne building which is equipped with interactive telecommunications in the CPTP classrooms. At the last quarterly business luncheon, a class on Mentoring was conducted by Dr. Sharon Naquin, who is very actively involved in the CPTP training program. The Baton Rouge audience was able to attend and view the live presentation. The New Orleans audience was connected through facilities at the LSU School of Medicine, coordinated by President-Elect Gail Gibson. Another audience was connected through facilities in Monroe. This presentation format was very experimental and would not have been possible without the full support of the CPTP program Administrator.

Because the project format has changed so much, mentoring in the future will probably play a greater role than it has in the past. As in the previous issue, Sam stated the new CPM curriculum is still being developed. He hopes to have a 300 hours core competency curriculum available by the fall of 2006 and to begin awarding CPM certifications some time in 2007. In the meantime, students are able to complete the current module and a project and receive a Certificate on Managing People. Sam indicated that his office has received at least 59 projects in the new format. It was felt that the new format will be of more benefit to the student as an avenue for training and to the Departments as it will connect to real work situations.

//the Editor.

AWARDS COMMITTEE

Chairman: Pam Percy



The LSCPM Annual Awards will be presented at lunch, November 4, 2004, at the Annual Conference.

CPM of the Year – To honor the most outstanding CPM in Louisiana.

CST of the Year - To honor the exemplary accomplishments by a CST recipient or certificate recipient in the field of public management. The CST of the Year award may be presented annually to an active member of the Louisiana Society of Certified Public Managers who has made a significant contribution to the State Society, the American Academy of Certified Public Managers, or the prestige of the CPM public image. The person nominated must not have earned a CPM designation on the date nominations close.

Certificate of Merit- To honor exceptional achievement at a level lower than that of the Louisiana Society of Certified Public Managers. The Presidential Citation may be awarded *any* individual who promoted or had positive impact in the field of public management or has been a significant service to the Society. The Certificate of Merit may be presented annually.

Presidential Citation - To honor exceptional achievement at a level higher than that of the Louisiana Society of Certified Public Managers Certificate of Merit by *any* individual who promoted or had positive impact in the field of public management or has been of significant service to the Society. The Presidential Citation may be presented annually.

Nominees for the Presidential Citation or Certificate of Merit will be judged on demonstrated achievement and accomplishment in the field of public management or significant service to the Society.

FALL LSCPM CONFERENCE

by Lance Armstrong, Conference Chairman

The annual LSCPM Conference will take place on Thursday, November 4th at the Holiday Inn South in Baton Rouge. A block of rooms has been reserved at the \$70 per night State rate for those needing to stay overnight.

In keeping with the recommendations received from the Department Secretaries and Undersecretaries regarding topics important to management, the conference theme is "**Leadership and Workforce Development: Creating a Great Place to Work**". The conference agenda kicks off with Geoff Hingle of PMO Link speaking on "Organizational Application of Six Sigma" which will focus on managing projects and resources to achieve maximum results and quality. This year the conference will also feature concurrent breakout sessions. The morning sessions are "Great Managers and Leadership" and "Knowledge Transfer and Management Through Effective Communications" with Bret Pinson and Ed Scott both of SSA. The afternoon keynote is Liz Stewart of Stewart and Associates speaking on "Succession Planning and Generational Diversity". The second set of breakout sessions are "Great Managers' Coaching and Mentoring for Workforce Development" and "Delegation As A Succession Planning Tool" with Bret Pinson and Yvette Lee of SSA. As always, lunch will be provided and there will be an update on the CPTP program from Dr. Sharon Naquin as well as the presentation of the society's annual awards.

Also in keeping with the belt tightening that all State agencies are going through, the conference fee has been reduced to \$100 – a great day of information for a great price! For more information and a registration form, see the conference brochure included in this issue of the Grapevine or contact any Board member.

See you in November

CALENDAR OF EVENTS

LSCPM BOARD MEETING

LOCATION: CLAIBORNE BUILDING

TIME 3:45 PM. OCTOBER 18 (CHANGED TO MONDAY)

Monthly meeting of board and committees. Members welcome at any time.

LSCPM BOARD MEETING

LOCATION: CLAIBORNE BUILDING

TIME: 3:45 PM, NOVEMBER 16

Monthly meeting of board and committees. Members welcome.

LSCPM ANNUAL CONFERENCE

LOCATION: HOLIDAY INN SOUTH

9940 AIRLINE HIGHWAY, BATON ROUGE

TIME 8:00 AM TO 4:30 PM, NOVEMBER 4, 2004

“LEADERSHIP & WORKFORCE DEVELOPMENT: CREATING A GREAT PLACE TO WORK”

COST \$100 BEFORE 10/21/04; \$110 AFTER 10/21/04

LSCPM BOARD MEETING

LOCATION: CLAIBORNE BUILDING

TIME 3:45 PM, DECEMBER 21, 2004

MONTHLY MEETING OF BOARD AND COMMITTEES. MEMBERS WELCOME.



**Profile for Judy B. Martin
Submitted by Beth Scardina**

Judy Martin was a member of the first group of CST recipients and became a Certified Public Manager in 1994. She has been an active member of LSCPM, serving on the Nominating Committee, the Award Committee and the Conference Committee. She served three terms as Treasurer, during which time she developed a membership database patterned on the national academy's model. She was instrumental in trimming operating costs of the state society and in guiding the newsletter distribution toward electronic mail.

Employed by the state for thirty-one years, Judy spent seventeen years with the Department of Culture, Recreation and Tourism (CRT) before transferring in 1990 to the Department of Public Safety and Corrections (DPS&C), where she serves as Administrative Manager of the Corrections' Headquarters Unit. Her major areas of responsibility include budget development and tracking, administration of the Imprest Travel Fund, procurement, contracts, mailroom operations, fleet management, property control and her first love – grants management. During the past ten years, she notes with pride, the DOC grants program has expanded from a single grant of \$12,000 to thirty grants in excess of seventy million dollars.

Judy began her state career in 1973 in the Office of State Parks as an assistant to the fiscal officer of the Land & Water Conservation Fund Grant Program. By the time she left CRT in 1990 she occupied the position of Business Services Manager for the Office of Cultural Development, where her responsibilities included oversight of six major grant programs of CRT. Reflecting on her time at CRT, then at DPS&C, she remarks, "I can't say enough about the knowledge and practical experiences I've gained through the CPTP courses and the Certified Public Manager career track. These classes provide practical hands-on coursework that immediately transfers to the workplace in a very positive, effective manner."

"I'm proud to be a career state employee," Judy adds, and "the Department of Corrections is a great place to work. Our leadership is outstanding, and the employees are dedicated professionals." Clearly one of those,

Judy was named “Supervisor of the Year” for the Corrections Headquarters Unit in 2000. She is active with the agency’s United Way Campaign and Head Start Reading Program, and directs an annual Grants Workshop for the department.

Away from the office, Judy enjoys working with the adult education program at her church, and volunteers to assist with the annual fair at Immaculate Conception Church in Denham Springs. She is also a member of the Perpetual Adoration Ministry. After raising three sons, she is thoroughly enjoying three granddaughters and is looking forward to retirement with her husband. Photography, gardening and reading are among her other interests.



Call For Nominations

The LSCPM Board announces that the nomination period for the following 2005 offices will be from October 1st to October 15th:

- President-Elect (CPM)
- Secretary
- Director At Large for Conference
- Director At Large for Mentoring
- Director At Large for Membership
- Director At Large for Newsletter

All LSCPM members in good standing are eligible to nominate members for office. The slate will be announced at the Annual Conference on November 4th. The election will be held by e-mail between November 8th and November 19th. Contact Nominating Committee members Vivian Guillory, Tom Patterson and Nancy DeWitt for further information or to nominate someone.

2004 BOARD OF DIRECTORS

President

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Treasurer

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Secretary

Mary Tonore, CPM
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President-Elect

Gail Gibson, CPM
Medical Center of La. at N.O.
2021 Perdido Street
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Past-President

Vivian B. Guillory, CPM
Division of Administrative Law
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vguillory@adminlaw.state.la.us

Director-at-Large (Membership)

Sharon Parker, CST
La. Department of Environmental Quality
Office of Environmental Assessment
Planning Division, Regulation Development
P.O. Box 4314, 602 N. Fifth Street
Baton Rouge, LA 70821-4314
Phone: 225-219-3559
Fax: 225-219-3582
sharon.parker@la.gov

Director-at-Large (Mentoring)

Chuck Handrich, CPM
La. Department of Environmental Quality
Office of Environmental Assessment
602 N. 5th Street
Baton Rouge, Louisiana 70802
Ph. No. (225) 219-3452 Cell: 603-5710
Fax No. (225) 219-3474
chuck.handrich@la.gov

Director-at-Large (Conference)

Lance Armstrong, CST
LA State Employee's Retirement System
8401 United Plaza Blvd.
Baton Rouge, Louisiana 70809
Ph. No. (225) 922-2563
Fax No. (225) 935-2869
larmstro@lasers.state.la.us

Director-at-Large: (Newsletter/Information)

Frances "Susie" Smith, CST
Dept. of Social Services
Disability Determinations
445 North 12th Street
Baton Rouge, Louisiana 70802
Ph. No: (225) 342-2235
Fax No: (225)342-2160
frances.smith@ssa.gov

Brochure announcing the Annual LSCPM Conference



Leadership
&
Workforce
Development:
Creating A
Great Place
To Work

November 4, 2004

Holiday Inn South
9940 Airline Highway
Baton Rouge, LA
(225) 924-7021

Conference Agenda

8:00-8:15 a.m. Introductions, etc.

8:15-10:15 Geoff Hingle, PMOLink

Organizational Approach of Six Sigma

10:15-10:30 Break

10:30-11:30 . Concurrent Breakout Sessions

#1 – Bret Pinson, SSA

Great Managers and Leadership

#2 – Ed Scott, SSA

Knowledge Transfer & Management Through Effective Communications

11:30-12:45 Lunch

Sharon Naquin, PMP

CPTP Update and Awards

12:45-2:45 Liz Stewart, Stewart & Assoc.

Succession Planning and Generational Diversity

2:45-3:00 Break

3:00-4:00 Concurrent Breakout Sessions

#1 – Bret Pinson, SSA

Great Managers' Coaching & Mentoring for Workforce Development

#2 – Yvette Lee, SSA

Delegation As A Succession Planning Tool

4:00-4:30 Closing, Evaluations, etc.

About the Hotel

We have reserved a block of rooms at a rate of \$70 for a single or a double room. Conference participants may call the hotel directly at (225) 924-7021 to make reservations. When making a reservation, please tell the hotel that you will be attending the LSCPM Conference.

Registration is Easy!

Just fill out the registration form on the back of this program and mail it with your payment to the address shown. The registration fee of \$100 covers all sessions, course materials,

refreshment breaks and lunch. Registrations mailed after 10/21/04 must include a \$10 late fee.

Refunds

Full refunds for cancellations made by 10/15/04. There will be a \$30 cancellation fee for cancellations made between 10/16/04-10/28/04. No refunds after 10/28/04.

2004 LSCPM Annual Conference Registration Form

Name _____

Badge Nickname _____ Title _____

Agency _____

Address _____

Street or P.O. Box

City, State, Zip _____

Telephone () _____ Fax () _____

Email _____

Payment Information:

Make checks payable to: LSCPM

Mail checks and registration to: Judy Martin
LSCPM Treasurer
P.O. Box 44021
Baton Rouge, LA 70804
Voice: (225) 342-6751
Email: jmartin@corrections.state.la.us

Breakout Session Preference

Morning Session #1 Session #2

Afternoon Session #1 Session #2

**Registration Fee - \$100 per person if mailed before 10/21/04
\$110 per person if mailed after 10/21/04**

Conference Presenters

Dr. Sharon Naquin, Director, Public Management Program

Dr. Naquin is an Associate Professor for Human Resource Development at LSU and the Director of the Office of HRD Research. She has served as the lead researcher on HRD research grants in the areas of organizational needs analysis, community workforce development systems, business and industry needs assessment, and management development evaluation.

Liz Stewart, President, Stewart and Associates

Ms. Stewart founded Stewart and Associates, Inc. in 1985 to provide consulting services to help organizations function more effectively. Her specialties are in the areas of strategic planning for effective change management, designing of merged organizational cultures, customer service and quality improvement processes and management development as well as customized training programs.

Geoff Hingle, President & CEO, PMOLink Inc.

Mr. Hingle has more than 26 years of experience in systems engineering, project management and process management including 12 years in Government sector projects as well as 14 years in Commercial sector projects. As a senior management consultant, Mr. Hingle has served in significant leadership roles for several organizational maturity improvement efforts including SEI CMM, ISO, Six Sigma, PMO and Malcolm Baldrige programs.

Bret Pinson, Partner, SSA

Bret specializes in helping clients improve performance in sales and marketing, e-business, strategic planning, organizational development and change management. He has spent over 20 years working in sales and marketing with AT&T, 3M and Hartford where he held various management positions in the areas of marketing, sales, E-business, training and development.

Yvette Lee, Consultant, SSA

Yvette has more than 13 years of experience in the training industry, specializing in the areas of customer service and focus, management development, performance management, cultural change management and curriculum design and development. Prior to joining SSA, Yvette managed the training and development function for Louisiana State University's Baton Rouge campus, in addition to serving in the role of Corporate Trainer for Hibernia National Bank.

Ed Scott, Consultant, SSA

Ed Scott has a range of experience and strengths including strategic planning, marketing planning and analysis, change management, mergers and acquisitions, and service business start-ups. A certified Six Sigma Green Belt, Mr. Scott had more than 15 years of experience at 3M Company, holding a variety of management positions in the U.S. and internationally.

AACPM NEWS

The American Academy of Certified Public Managers hosted its annual meeting the week of June 23rd in Topeka, Kansas.

Sandy Scallan reported that the Communications committee held a survey on the preferred method of communications between the states and the national AACPM it was decided that where possible, electronic means should be used to communicate. An example would be the AACPM Newsletter which will continue to be published through email.

Louisiana Society of Certified
Public Managers
P.O. Box 44021
Baton Rouge, LA 70804



ADDRESS CORRECTION REQUESTED

Mailing Address
Street Number and Name
City, State 98765-4321