

**FEBRUARY 2012**

<b>NAPM-DENVER CALENDAR</b>			
<p><b><u>FEBRUARY 16</u></b> Dinner Meeting Renaissance Denver Hotel 5:30 (Seminars) 6:45 (Dinner) <a href="#">Dinner Reservation Form</a></p>	<p><b><u>MARCH 8</u></b> <a href="#">NAPM-Denver Seminar Contract Writing - Risk Mitigation in Ts and Cs - Contract and Outsource Labor</a> Renaissance Denver Hotel 8:00-4:30</p>	<p><b><u>MARCH 9</u></b> <a href="#">NAPM-Denver Seminar International Contracting - Key Provisions &amp; Concerns; Dispute Resolution; UCC vs. UNCISG - Protecting your Company Brand</a> Renaissance Denver Hotel 8:00-4:30</p>	<p><b><u>MARCH 10</u></b> <a href="#">NAPM-Denver CPSM/CSM Exam Two Review</a> Renaissance Denver Hotel 8:00-5:00</p>
<p><b><u>MARCH 15</u></b> Dinner Meeting Renaissance Denver Hotel 5:30 (Seminars) 6:45 (Dinner)</p>	<p><b><u>MARCH 16</u></b> NAPM-Denver <a href="#">Webinar Incoterm® Rules 2010 Categories, Risks, Responsibilities and Logistics Significance</a> 12:00 - 1:00 PM</p>	<p><b><u>APRIL 19</u></b> Dinner Meeting Renaissance Denver Hotel 5:30 (Seminars) 6:45 (Dinner)</p>	<p><b><u>APRIL 20</u></b> <a href="#">NAPM-Denver Seminar Fundamentals of Purchasing</a> Renaissance Denver Hotel 8:00-4:30</p>

**DINNER MEETING (6:45 PM)**

**Mastering Magical Persuasion: The Unspoken Key to Negotiations**  
Presented by Traci Brown



Do you know how to instantly read your clients? Can you tailor your body language and arguments to fill their unconscious needs? **This presentation will teach you how!**

Your clients are *always* communicating with you. Do you know what they're saying? You are always communicating with your clients. Do you know what message you're sending?

It's true. You are unconsciously communicating *all the time* in any situation:

Interviewing  
Negotiations

Networking  
With Your Kids or Spouse

Sales Meetings

It's *your* responsibility to hear what others are telling you and then give them your message in the way *they* need to hear it. The end result is a person that's open to what's being said and easily influenced because deep unconscious needs are being met and objections are eliminated or bypassed.

This program is fun and includes lots of exercises. Participants will leave more flexible in their communication: seeing the world with new eyes and listening with new ears. These skills will assist you in the office and in personal life.

**Traci L. Brown** is a persuasion expert and Certified Master Practitioner of Neuro Linguistics, Hypnosis and Huna. Ms. Brown is a 3X US National Collegiate Cycling Champion and former member of Team USA. Through sports, she learned that peak performance in any arena requires emotional balance, mental clarity & focus. For ten years, she has dedicated her career to assisting athletes, businesses, teams & individuals in achieving desired goals and enhancing performance by turning to the power within. To learn more about Traci visit <http://www.tracibrown.com> or [www.BodyLanguageTrainer.com](http://www.BodyLanguageTrainer.com).

**Make your reservation at:**

<http://www.napmdenver.org/DinnerReservationForm.html>.

### **PRE-DINNER SEMINARS (5:30 PM)**

**Minority and Women Owned Business** - Speaker: Julia Hubel

**E Business E Commerce** - Speaker: Patrick McCormic

**CPSM/CSM Certification Information** - Speaker: John Hiatt, CPSM, C.P.M.

For slides from the January 19, 2012 Pre-Dinner Seminar on *Building Your Social Marketing Network* click on the link, <http://socialbusinesscollege.com/news/NAPM/NAPM.swf>

### **BUSINESS CONDITIONS SURVEY**

*By Rogers Coke, CPSM, C.P.M.*

The local Denver manufacturing economic index increased slower in December with an index of 61.6. The November index was 72.5. The Denver Manufacturing PMI compares to the Institute for Supply Management's (ISM) PMI of 53.9 percent.

*(Note: A reading above 50 percent indicates that the manufacturing economy is generally expanding; below 50 percent indicates that it is generally contracting. ISM publishes the national Business Surveys.)*

The overall Price Index of the Denver Manufacturing Survey increased slower with an index of 65.7 in December. The Lead Time Index increased at a slower rate with an index of 60 in December.

December's Employment Index increased faster in December. The Availability of Skilled Workers Index increased slower and the Availability of Unskilled Workers Index remained unchanged in December.

The local Denver Non-Manufacturing economy increased faster with an index of 63.3 in December. The Denver Non-Manufacturing PMI in November was 60.2. The Production Index in December was 75. The Denver Non-Manufacturing Index compares to the Institute for Supply Management's (ISM) Non-Manufacturing (NMI) of 52.6 percent.

The overall Price Index of the Denver Non-Manufacturing Survey increased slower with an index of 52.5 in December. Prices increased in the Capital Goods and Services sectors and remained unchanged in all other sectors. The Lead Time Index was 60.8 in December. Lead times increased in the MRO, Capital Goods, Raw Materials, and Components sectors and remained unchanged in the Services and Computers sectors.

The New Orders Index increased slower with an index of 62.5 in December. The Raw Materials Inventory Index and the Finished Goods Inventory Index remained unchanged in December.

The Employment Index increased with an index of 58.3 in December. Supplier performance in

our Denver survey was unchanged.

The local Denver Non-Manufacturing economy increased faster with an index of 63.3 in December. The Denver Non-Manufacturing PMI in November was 60.2. The Production Index in December was 75. The Denver Non-Manufacturing Index compares to the Institute for Supply Management's (ISM) Non-Manufacturing (NMI) of 52.6 percent.

The overall Price Index of the Denver Non-Manufacturing Survey increased slower with an index of 52.5 in December. The Lead Time Index was 60.8 in December.

The New Orders Index increased slower with an index of 62.5 in December. The Employment Index increased with an index of 58.3 in December. The Availability of Skilled Workers Index increased and the Availability of Unskilled Workers Index was 50 in December. Supplier performance in our Denver survey was unchanged.

For the latest Denver business surveys, go to [www.napmdenver.org](http://www.napmdenver.org). For the latest national surveys, go to [www.ism.ws](http://www.ism.ws).

### **CONGRATULATIONS TO....**

#### **New C.P.M.**

Collina Washington, C.P.M. - Roaring Fork Transportation Authority

#### **New CPSM**

Craig Fried, CPSM - XCEL Energy

### **WELCOME NEW MEMBERS**

Amy Alexander - Denver Water  
Kellie Balu - Denver Water  
Matthew Bielski - Level 3 Communications  
Crystal Cervantez - Denver Water  
Antoinette Chavez - Denver Water  
Monica Diaz-Butler - Sundyne Corporation  
Alissa Dowling - Janus Capital Management  
Dawn Hamm - Denver Water  
Melanie Henning - Sundyne  
Ericka Knobloch - CenturyLink  
Jennifer Lim - Sanjel USA  
Frank Lund - CenturyLink  
Christopher Nixon, C.P.M. - BioHealth Diagnostics  
Kimberly Novitch - City and County of Denver  
Charlane Pluchek - CenturyLink  
Kevin Rickerson - Production control Services  
Brenda Stugart - Sundyne Corporation  
Paul Zoric - Advanced Energy Industries

### **COMMITTEE OF THE MONTH: MEMBERSHIP**

The Membership Committee manages check-in of members and guests at the dinner meetings. Duties also include providing NAPM-Denver and the Institute for Supply Management (ISM) information to prospective members at the check-in table.

If you are interested in helping with this committee, or have questions, contact:

Carol Coke  
 Executive Director  
 NAPM-Denver  
 Tele: (303) 444-7056  
[carol@napmdenver.org](mailto:carol@napmdenver.org)

### SPEAKERS NEEDED FOR PRE-DINNER SEMINARS

Are you knowledgeable about a subject in the field of Supply Chain Management? The NAPM-Denver Pre-Dinner Seminar Committee is looking for members to share their knowledge of supply chain management in a one-hour pre-dinner seminar. If you are available to speak or lead a discussion, please contact [Dorothy\\_cohen@q.com](mailto:Dorothy_cohen@q.com).

### CONTACT INFORMATION

Has your contact information changed?

If so, please e-mail your new information to the NAPM-Denver office [carol@napmdenver.org](mailto:carol@napmdenver.org).

<b>2011-2012 NAPM-DENVER OFFICERS</b>			
<b>President</b>	Kelly Mickelson, C.P.M.	Adams County School District 50	(303) 428-3535
<b>Past President</b>	Jim Branaugh, C.P.M.	Tri-State G&T	(303) 254-3111
<b>President Elect</b>	Wendy Albrecht, C.P.M.	Sounds True	(303) 665-3151
<b>Executive Director</b>	Carol Coke	NAPM-Denver, Inc.	(303) 444-7056
<b>Treasurer</b>	Fred Lehn	CH2M Hill	(720) 286-0586
<b>Secretary</b>	William Gertz, CPSM		(970) 282-9005
<b>2-Year Director</b>	Debbie Rowe, C.P.M.	Raytheon Polar Services	(720) 568-2220
<b>2-Year Director</b>	Kirk Dombrowski		(303) 277-7867
<b>1-Year Director</b>	Myrna Corsentino, C.P.M.	United Foam	(303) 892-1106
<b>1-Year Director</b>	Kristina Gulish	Johns Manville	(720) 345-7184

<b>2011-2012 NAPM-DENVER COMMITTEE CHAIRS</b>			
<b>Arrangements</b>	Fred Lehn	CH2M Hill	(720) 286-0586
<b>Educational Resources</b>	MP Parthasarathy, PhD	U. of Colorado at Denver	(303) 315-8445
<b>Membership</b>	Ginger Young, C.P.M.	ProBuild	(303) 335-1264
<b>Newsletter</b>	Deb Egan, C.P.M.	CenturyLink	(303) 308-5141
<b>Pre-Dinner Seminars</b>	Dorothy Cohen		(303) 494-0458
<b>Professional Development</b>	Susan Kellar, C.P.M.	IHS	(303) 397-2297
<b>Programs</b>	Wendy Albrecht, C.P.M.	Sounds True	(303) 665-3151
<b>Webmaster/Business Survey</b>	Rogers Coke, CPSM, C.P.M.		(303) 444-1924
<b>Public Relations/Marketing</b>	Wendy Albrecht, C.P.M.	Sounds True	(303) 665-3151

Visit our website at [www.napmdenver.org](http://www.napmdenver.org)

## BREAKING THE ICE

*By Sarah Michel, CSP*



Recently a brilliant friend and colleague described to me how she felt attending a professional meeting where she didn't know anyone sitting around her as being, "awkward and painful," when she found herself at a loss for how to break the ice with someone she doesn't know. Here was someone who has so much to offer anyone lucky enough to engage in conversation with her but her reluctance to initiate

interaction caused her to avoid eye contact and retreat inward and miss out on the potential network relationships sitting around her. These are the people that keep me up at nights.

I have had a life-long fascination with people who have a natural preference for introversion and think that they're really bad at breaking the ice and talking to people they don't know. These people (you know who you are) also think their bad at networking which couldn't be farther from the truth. In my experience, they may not work the room and come away with the most business cards but the few people they do meet they will make a meaningful connection with that actually has a high chance of continuing on after the first meeting. That is how you build a great network, one relationship at a time.

In today's constantly changing, crazy busy world, your success will be determined by the breadth of people you know and how quickly you can get the information or resource you need to do your job faster, better or easier. The more people you meet who live in worlds you don't even know about yet, the stronger your network will be. No matter if you're breaking the ice online or in person, how you phrase your first opening question to capture the attention of the receiver is critical because you have less than 15 seconds to do it. People are moving at warp speed and you simply won't break through the million thoughts running through their mind or get them to stop and pay attention to you if you're not compelling.

Here are ten proven ice breakers to help you break in and make out with anyone, anywhere, anytime:

"This is my first time at a meeting like this, how about you?"

"Tell me about yourself and how you spend most of your time?"

"What has been the best part of your week so far?"

"What do you like doing when you're not at work?"

"What do you love about your profession?"

"What's the most interesting project you've worked on in the past year?"

"What keeps you up at night, what's your biggest challenge?"

"What's your number one customer's biggest concern right now?"

"Who do you most admire in your company and why?"

"What do you wish your coworkers really knew about you?"

I hope these ice breakers will give you the confidence to start conversations that will lead to amazing connections and opportunities for you if you're willing to give it a try.

The world is waiting to meet you!



Sarah Michel is the President of [www.perfectingconnecting.com](http://www.perfectingconnecting.com) which offers keynotes, trainings and facilitation for organizations wanting to grow the social capital of their people. She is the author of the book, *Perfecting Connecting, A Guide to Mastering Networking in the Workplace* and a sought-after speaker. You can reach her at 719.576.2045 or email [sarah@perfectingconnecting.com](mailto:sarah@perfectingconnecting.com)

## **NAPM-DENVER SPRING SEMINAR**

**Risk Allocation - Key Provisions in Supply Chain Agreements**

**Thursday, March 8, 2012**

**8:00 AM - 4:30 PM**

**Expanding into the Global Marketplace**

**Friday, March 9, 2012**

**8:00 AM - 4:30 PM**

**Renaissance Denver Hotel**

**3801 Quebec Street**

**Denver, CO 80207**

**Attend either one or both days**

### **Day 1: Risk Allocation - Key Provisions in Supply Chain Agreements**

- Reducing Risk in Your Purchasing Terms and Conditions - How to Contract on YOUR Terms!
  - Systemic Purchase Terms Coverage and Communication
  - “Battle of the forms” issues
  - Important coverage areas
  - “Flow through” of purchasing terms from vendors through resellers to customers
  - Issues with purchasing through distribution
  - Material liability, warranty, and indemnity issues
  - Key terms and conditions
- Indemnity and Limitation of Liability Provisions - What They Are and What They Do
  - The use and misuse of indemnity provisions
  - Indemnity and limitation of liability clause drafting and permutations
  - Enforceability and effectiveness of indemnities and limitations of liability
  - Strategies for negotiating favorable clauses allocating risks
- Passing the Buck - Contingent Employees, Independent Contractors, and Labor Outsourcing
  - Use of contingent workers
  - Types of contingent workers
  - Who is an employee?
  - The Fair Labor Standards Act variation
  - Specific laws and treatment of the contingent worker relationship
- Mirror Images - Drafting Tips and Key Provisions in Procurement Agreements from BOTH the Seller and Buyer’s Perspectives!
  - Formation of a contract
  - Offer and acceptance
  - Warranties
  - Specific contract provisions
  - Use of boilerplates

## Day 2: Expanding into the Global Marketplace

- Key Provisions and Concerns Specific to International Contracting
  - Key contract provisions
  - Delivery terms
  - Environmental matters
  - Warranty and Remedy Limitations
  - Limitations on liability
  - Force Majeure
  - The new INCOTERMS 2010
- “A Tale of Two Cities” - Uniform Commercial Code (UCC) vs. United Nations Convention on Contracts for the International Sale of Goods (UNCISG)
  - Similarities and differences between the UCC and UNCISG
  - Contract formation - offer and acceptance
  - Timing issues
  - Delivery terms
  - Remedies
- What Happens When a Good Deal Goes Bad? Planning for Dispute Resolution!
  - Drafting dispute resolution clauses
  - Choice of law and laws to avoid
  - Choice of resolution method
  - Mediation vs. Arbitration
- Protecting Your Brand and Related Intellectual Property Rights
  - Types of intellectual property
  - Trademark basics and use
  - Copyright basics and use
  - Trade secrets basics
  - Protecting intellectual property in the supply chain
  - Avoiding infringement claims

### Instructors:

ALLEN L. ANDERSON practices in the areas of commercial, construction, and employment law, and corporate and governmental contracting. Mr. Anderson represents local, national, and international businesses, as well as public and governmental entities, on a variety of legal matters, including drafting and negotiation of product purchase, product supply, and service agreements and terms and conditions; equipment loan, software licenses, and royalty agreements; warehousing, leasing, and real estate purchase agreements; and indemnity and insurance agreements. Mr. Anderson has also acted as lead counsel for plaintiffs and defendants in numerous disputes addressing these areas of practice, and arising in both state and federal courts and before various arbitration panels. Mr. Anderson is a member of several business and industry groups, including the Institute for Supply Chain Management and the National Contract Management Association from which he holds a Certified Professional Contracts Manager Certification. Mr. Anderson is a frequent lecturer in areas of contract and labor law and overall risk management, and has authored numerous articles focusing on the proper use of indemnity, insurance, dispute resolution, and other contract clauses for risk avoidance. Mr. Anderson received his Juris Doctor degree from the Cumberland School of Law at Samford University, and

holds a Bachelor of Science in business economics and a Bachelor of Arts in government from Wofford College.

JEFFREY L. ROTH practices in the areas of employment law; commercial and contract law; general corporate law; business transactional and regulatory law; and governmental contracting. For twenty years previous to joining Fees & Burgess, Mr. Roth held senior in-house corporate counsel positions with numerous international electronic manufacturing firms. In his role as in-house corporate counsel, Mr. Roth served as a global corporate resource for management in the areas of human resources; intellectual property; supply chain management; mergers and acquisitions; contract negotiation; and dispute resolution. In addition, Mr. Roth managed corporate litigation in each of these areas. Mr. Roth has presented numerous programs on various aspects of business and employment law. Mr. Roth developed and teaches the legal and contract portions of the Electronic Manufacturing Services Manager Program Training and Certification Program for the IPC. Mr. Roth is a member of various industry organizations, including the Institute of Supply Management, the Society for Human Resource Management, and the National Contract Management Association, from which he holds a Certified Professional Contracts Manager Certification. Mr. Roth holds a Juris Doctor from the University of Dayton, and a Bachelor of Science from the University of Cincinnati in business administration.

\* \* \* \* \*

Lunch is included in Fee.

7 1/2 credit hours/class hours will be earned towards CPSM, C.P.M or A.P.P. Re-certification.

**REGISTRATION FEES:**

**Day 1 (3/8) Only:**

NAPM-Denver Member: \$375 [Register Now](#)

Non-Member \$425 [Register Now](#)

**Day 2 (3/9) Only:**

NAPM-Denver Member: \$375 [Register Now](#)

Non-Member \$425 [Register Now](#)

**Both Days:**

NAPM-Denver Member: \$650 [Register Now](#)

Non-Member \$750 [Register Now](#)

## **NAPM-DENVER CP\$M/CSM EXAM REVIEW**

### **EXAM TWO: EFFECTIVE SUPPLY MANAGEMENT PERFORMANCE**

**DATE:** Saturday, March 10, 2011  
**TIME:** 8:00 a.m. - 5:00 p.m.  
**PLACE:** Renaissance Denver Hotel  
3801 Quebec Street  
Denver, CO 80207

This one (1) day program is designed to assist the attendee in understanding the content and organization for Exam Two: Effective Supply Management Performance in the Certified Professional in Supply Management (CPSM) and the Certified Supply Manager (CSM) certification exam series. To get the most out of this session, each attendee should purchase a [Study Guide from ISM](#) and have read thoroughly the material on exam two, bringing questions to the class.

#### **What Will Be Covered:**

The CPSM/CSM Examination Process - Exam Two:

- Forecasting
- Logistics
- Materials and Inventory Management
- Organization/Department Assessment
- Planning
- Product and Service Development
- Project Management
- Quality

Review/Wrap-up

#### **Instructor:**

John Hiatt, CPSM, C.P.M. is a member of the Supply Chain Management team at Group Publishing in Loveland, Colorado. He is a graduate of Colorado State University (B.S. Marketing 1991), and Lesley University (M.Ed. Technology in Education 2002). John has completed the two-day CPSM Train-the-Trainer Program sponsored by the Institute for Supply Management. John is a speaker for the Little Thompson Science Foundation observatory in Berthoud. He enjoys teaching and inspiring others to continue their education.

**7 credit hours/class hours will be earned towards CPSM, C.P.M or A.P.P. Re-certification.**

#### **REGISTRATION FEES:**

NAPM MEMBER: \$245 [Register Now](#)

NON-MEMBER \$295 [Register Now](#)

## WEBINAR

### **Incoterms® Rules 2010 Categories, Risks, Responsibilities and Logistics Significance**

Co-Sponsored by ISM-New Jersey and NAPM-Denver, Inc.

**Date:** Friday, March 16, 2012

**Time:** 12:00 Noon to 1:00 PM (MDT)

**All participants will receive 1 CEU hour and a copy of the presentation following the webinar.**

The Incoterms® 2010 rules are an internationally recognized standard and are used worldwide in international and domestic contracts for the sale of goods are standards accepted worldwide. Incoterms® 2010 rules provide internationally accepted definitions and rules of interpretation for most common commercial terms. They help traders avoid costly misunderstandings by clarifying the tasks, costs and risks involved in the delivery of goods from sellers to buyers. Incoterms® 2010 rules are recognized by UNCITRAL as the global standard for the interpretation of the most common terms in foreign trade.

In that capacity, like all standards (i.e., ISO 9002), their names do not cause any divergence. As in any standard, they are an explicit reference; therefore, the three letters of the Incoterm must be followed by the specific names of the designated places and the mention "Incoterm" to determine who covers the logistics charges and the seller's and buyer's risks and responsibilities. Incoterms® 2010 define the responsibilities of buyers and sellers for the domestic and international delivery of goods and determine how costs and risks are allocated.

#### **Objectives:**

1. Understand that Incoterm 2010 rules are not a direct replacement for the old UCC terms and they do not address title transfer while the old UCC terms often did.
2. Clarify the tasks, costs and risks involved in the delivery of goods from sellers to buyers for each Incoterms® rule.
3. How to correctly apply Incoterm 2010 rules and understand their transportation modal significance.
4. How to differentiate Incoterm rules logistics' significance and application of cost, risk, and responsibility.

**Speaker:** Thomas Tanel, C.P.M., Cattan Services Group

**Registration deadline March 11, 2012**

#### **REGISTRATION FEE:**

**Members \$ 50.00 each [Register Here](#)**

**Non-Members \$ 60.00 each [Register Here](#)**

## NAPM-DENVER SPRING 2012 SEMINAR

### Fundamentals of Purchasing

**Date:** Friday, April 20, 2012  
**Time:** 8:00 a.m. - 4:30 p.m.  
**Place:** Renaissance Denver Hotel  
3801 Quebec Street, Denver, CO 80207

#### Who Should Attend

Persons new to purchasing and supply management should attend. Experienced purchasing and supply management professionals wishing to refresh and update their skills; and personnel who interface with purchasers or suppliers, including those from production, transportation, distribution, and engineering will find this course helpful.

#### You Will Learn...

The program begins with an overview of purchasing and supply management and covers fundamentals including legal aspects, sources of supply, negotiations, quality, and ethical issues. Recently developed techniques such as e-commerce will also be covered. Participants will learn through a variety of teaching methods, such as case studies, lecture, and group discussions.

#### Instructor:

**Rogers Coke, CPSM, C.P.M., CPPO** holds a B.S. in Business Administration and an M.B.A. from the University of Colorado at Boulder. Rogers was a supervisor and purchasing agent at the University of Colorado at Boulder for 32 years and was also a buyer for Maxtor Corporation for two years. Rogers has taught classes in purchasing and management subjects for the University of Colorado Extended Studies Program, Red Rocks Community College, NAPM-Denver, NAPM-Central Nebraska, NAPM-Western Colorado and NAPM-Wyoming.

\* \* \* \* \*

Study materials and Lunch included in Fee

7 credit hours/class hours will be earned towards CPSM, C.P.M or A.P.P. Re-certification.

#### REGISTRATION FEE:

NAPM MEMBER: \$375 [Register Now](#)

NON-MEMBER \$425 [Register Now](#)