

**NEWSLETTER
SUMMER EDITION**

WASHINGTON 



STATE CHAPTER

Official Chapter

NICP

**AUGUST
2024**

"The only place where success comes before work is in the dictionary"

-Vidal Sassoon

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President's Message

Happy Summer WANIGP members! The Pacific Northwest weather has finally delivered a few sun-breaks and heat waves here and there. The Board of Directors is continually hard at work and meeting on a monthly basis to discuss tasks at hand and strategizing on how to continue to grow our membership not just in numbers but in engagement.

Since my last President's message, I am pleased to announce the appointment of our new Educational and Research Committee Pro D Chair, Erin Buch of Sound Transit effective June 13th. Erin brings lots of experience and enthusiasm to this position and engaging her committee on how to better serve the membership on their professional development journey. A member survey is forthcoming in the fall, and we need your input on what types of training you as a member is seeking for growth and/or preparing for your certification(s) or recertification process.

The Emerging Professional Joint Round Table session on June 13th was an enormous success and had close to 70 registrants for this event. As Co-Chair of this program, I could not help but feel proud of our emerging professional members testimonials from Sarah Hastings of Port of Skagit and Melissa Irwin of City of Ridgefield and the support from our NIGP affiliates from SAMPO and RMGPA. The planning committee members was instrumental in making sure this collaboration was a success. Cheral Manke my co-chair and I have also been selected by NIGP to be part of their inaugural Procurement Excellence Showcase this year at the Annual Forum in Charlotte, NC and where only 40 applications are accepted. We will be showcasing our Emerging Professionals Program- Bringing New and Experienced Professionals Together for Growth and Success submittal through a display of our presentation poster to fellow conference attendees. Attendees will have the opportunity to vote for their favorite topics and celebrate the winners during the Tuesday morning Plenary session.

I am also pleased to announce that we have over 100 delegates attending virtually and in-person NIGP's 80th Annual Forum and Product Expo in Charlotte, NC. I presented a 60-minute Zoom session to some of our first timers, seasoned and still undecided attendees on tips and tricks to prepare for Forum. A recording of the session is now available in our new You Tube channel. Click here to view the recording https://youtu.be/JJ1t_mYwUaE.

The planning efforts for the upcoming Fall conference scheduled for October 8th with our partnership with the Department of Enterprise services is coming along. Registration is now open at [Washington Procurement Connect: Strengthening Your Business | Department of Enterprise Services \(DES\)](#). We have several of our members participating in the education portion of the conference. This free event will be held in person at the Greater Tacoma Convention Center. WANIGP members will receive their certificate of attendance upon official confirmation from DES. Our Education and Research Committee will determine the appropriate contact hours and communicate that back to the members.

In closing, I want to both challenge and congratulate new and longtime members of this Chapter to continue to be engaged, support and seek to participate by volunteering and attending our offered classes and events. The Committee Chairs are hard at work to ensure you have a positive experience and eventually give back to the profession. Thank you for your time and attention.



Chapter President

Ginny Justiniano, CPPB, NIGP-CPP



Explore WA-NIGP



Since 2003, WA-NIGP has worked with NIGP - the Institute for Public Procurement to support, develop and promote public procurement, contracting, and supply chain professionals in Washington State.

Our \$40 annual membership includes:

① Annual Training and Networking Opportunities (both virtual and in-person)

- January Business & Awards Meeting: Recognizes our Chapter's Procurement Professional and Managers of the Year.
- Excellence in Procurement Summit: Held each March in conjunction with Procurement Professionals' Day.
- Fall Conference: Includes networking and training from guest speakers/industry experts. *S
- Philanthropic and Community Service Events
- Social Gatherings *S

② Ongoing Education and Scholarships

- Monthly Lunch and Learns: 45-minute educational sessions held during the lunch hour.
- Emerging Professionals program: Designed to help mentor and develop our newest professionals.
- Sponsored Courses: We partner with NIGP and other chapters to provide additional, low-cost educational opportunities throughout the year. *S
- No budget? No problem!: We offer assistance to help members develop their knowledge & skills.

③ Additional Resources and Connections

- Chapter Newsletter: Full of great information and updated every few months!
- Member Directory: Includes contact information for our 350+ members!
- Google Group: Our forum to ask questions, request copies of solicitations, share expertise and challenges, and get incredible advice from other procurement professionals.
- Committees & Workgroups: No experience or large time investment is required.
- So much more!

*S - Additional charges may apply

Visit www.wanigp.org for more information and to join!

New Members

WELCOME NEW MEMBERS!

Membership offers substantial benefits, both professional and personal. Our meetings, seminars and educational events can enhance your knowledge of our profession and promote the exchange of ideas and issues through networking opportunities with your colleagues.

Membership also brings opportunities to develop your personal leadership skills through volunteer efforts on committees, and as part of our governance team.

New Members – June—July 2024:

LAST NAME	FIRST NAME	EMPLOYER	TITLE
Trubac	Marketa	City of Renton	Administrative Secretary
Westerfield	Andrew	Washington State Patrol	Procurement and Supply Supervisor

Members on the Move!

MEMBERS ON THE MOVE!

Congratulations to our newly certified members and members who have changed positions/ received a promotion.

LAST NAME	FIRST NAME	EMPLOYER	CERTIFICATE OR NEW POSITION
Jorissen	Chad	Community Transit	CPPO
Sappington	Stacey	Ben Franklin Transit	Program Specialist 2
Buch	Erin	Sound Transit	Senior Contract Analyst
Mayhue	Maria	Port of Seattle	Procurement Officer 3

Educational Opportunities

CLASSES & WEBINARS

Looking for additional educational opportunities? Explore the websites below for upcoming classes!

- WA-NIGP: www.wanipg.org
 - ⇒ Sept 8-11, 2024—American Public Works Association Annual Conference—www.apwa.org
 - ⇒ Sept 12, 2024 - Emerging Professional Roundtable Sessions - [Register](#)
 - ⇒ Sept 17-20, 2024—Washington Finance Officers Association Annual Conference- [2024 WFOA 69th Annual Conference - Washington Finance Officers Association](#)
 - ⇒ Sept 25, 2024—Mastermind: Developing the Leader Within You 2.0—[Developing the Leader Within You 2.0 \(nigp.org\)](#)
- NIGP Webinars: <https://www.nigp.org/learning/all-courses/webinars>
- Columbia Chapter of NIGP: <http://columbiachapternigp.org/pro-d/>
- Oregon Public Purchasing Association: <https://www.oppaweb.org/index.cfm>
- Idaho Public Purchasing Association: <https://nigp-idaho.org/content.php?page=Training>
- Institute for Supply management: <https://www.ismwww.org/>
- Municipal Research and Services Center: <https://mrsc.org/Home/Training.aspx>
- American Public Works Association ([APWA](#))
- Washington Finance Officers Association ([WFOA](#))
- Harvard Law School— Program on Negotiation: [Free Reports - PON - Program on Negotiation at Harvard Law School](#)
- NASPO— Procurement U: [Procurement U - NASPO](#)

NIGP Forum 2024

Ready to Elevate Your Procurement Game? Join Us at Forum 2024 in Charlotte, NC . This year's theme is Driving Procurement Forward!

Dates: August 25-28, 2024

Venue: Charlotte Convention Center, Charlotte, NC or Virtually

Missed the early bird pricing? No worries! There's still time to secure your spot at the most anticipated public procurement event of the year.

Haven't Registered Yet?

Don't miss your chance to be part of a transformative experience. Register now and be a part of the cutting-edge discussions, networking, and professional growth opportunities that only the NIGP Forum can offer.

Already Registered? First-Time Attendee?

We've got you covered! Whether you're a seasoned attendee or joining us for the first time, we're here to ensure you get the most out of your experience. Interested in tips and tricks for first-time attendees? Reach out to us at info@wanigp.org for all the insider info you need to navigate the event like a pro.

Still undecided and would like to join us next year in Denver, CO? check out our recent webinar to plan ahead. https://youtu.be/JJ1t_mYwUaE

Why Attend Forum 2024?

- **Inspiration Awaits:** Be inspired by industry leaders and innovative thinkers.
- **Endless Networking:** Connect with like-minded professionals and expand your network.
- **Knowledge at Your Fingertips:** Dive into workshops, panels, and sessions that will equip you with the latest procurement strategies.
- **Hands-On Learning:** Explore our interactive exhibition hall filled with the latest procurement solutions and technologies.

Don't Delay – Register Today!

For more information and to secure your spot, visit www.NIGP.org.

Join us in Charlotte, NC, and be a part of shaping the future of public procurement. We can't wait to see you there! For In-Person attendee, please join your fellow WANIGP members via the GroupMe App.

Copy and paste this link https://groupme.com/join_group/101473555/7WgYy6RD

NIGP Forum FAQs

FAQS

NIGP
FORUM
2024

IN-PERSON ATTENDEE FIRST TIMER'S GUIDE TO FORUM FREQUENTLY ASKED QUESTIONS

Welcome to Charlotte, the home of NASCAR racing! We are so glad you are able to attend, and we look forward to connecting with you! The first time at an event like this is overwhelming for all of us so don't feel out of place; we've all been there!

Your Member Council and Talent Council have created these Frequently Asked Questions to try to help ease any anxiety about not knowing where to go or what session to attend or becoming involved in the best way possible. So, rev those engines because it will be a wild ride!

1. What should I expect during my first Forum?

- a. You will experience a wide range of sessions with amazing topics to choose from! You'll be able to meet with a wide variety of suppliers at the Expo so take advantage of the easy access!

2. How should I prepare for Forum?

- a. Great question! Check out the Forum page on NIGP's website. You can navigate to the page by clicking here: <https://nigp.org/events/annual-forum-and-products-exposition/forum>.
- b. Be sure and download the app from the app store that your device is supported by. This will give you the most up to date information as schedule changes could happen.
- c. Finish up last-minute tasks so that you are not stressed out during the conference.
- d. Attend the NIGP webinar for first timers that will be scheduled shortly before the conference.
- e. Post, read and engage on the NIGP Forum 2024 NSite group! You'll find lots of helpful information in this group and, possibly, an old friend you haven't talked to in years!

3. What is the Products Exposition?

- a. It is the supplier trade show that will allow you to meet your existing suppliers and perhaps find new ones! They are eager to meet you and look forward to answering any questions you may have. This year, NIGP will have theaters in the exhibit hall for additional learning opportunities from suppliers.

4. What should I bring to Forum?

- a. Comfortable shoes! You will be doing a LOT of walking. Many of us simply choose to wear sneakers because that enables us to get to where we need to be.
- b. Business cards! Not only will the suppliers appreciate this but your fellow professionals will too! This conference is all about education and networking and both are meaningful ways to continue to improve your professional standing.
- c. External chargers! Our phones are extensions of our hands and always get a lot of use. Since the most updated conference schedule is on the Forum app, you'll use your phone more frequently throughout the conference.
- d. Comfortable business casual clothing! This is one of the more frequent questions first timers have. But don't forget casual clothing because there are opportunities to socialize with your fellow professionals. And, this can't be stated too frequently, bring comfortable shoes to walk in as you will definitely meet your daily steps goal!
- e. Notebooks and pens/pencils! You'll want to take notes in each of the outstanding sessions you'll attend.

5. How do I make the most of networking opportunities?

- a. Don't be shy! We all understand the first timers' butterflies so don't be afraid to meet new people.
- b. Attend the social events! NIGP and the host chapter always bring an amazing event for attendees to meet, mix, and mingle so make this a part of your schedule!
- c. Take advantage of the NIGP Councils and Governing Board – Talent Council, Member Council, and Finance Council. Photos and contact information for each can be found here: <https://www.nigp.org/about-nigp/our-leadership>. We are here to serve so don't be afraid to approach us.

6. Is it okay to attend sessions alone or should I try to find someone to go with?

- a. It is absolutely ok to attend by yourself but again, don't be shy! Introduce yourself to the professionals you are seated with.
- b. Attend the session with a friend! If you are with a group, it is perfectly fine to attend sessions together. But do make a point of meeting new friends!

7. How can I navigate the conference venue effectively?

- a. Another great question! Wayfinding signs are located throughout the conference area that will help you find your session. And, QCT volunteers will be posted throughout the center to help with directions. You can also stop by the Information Booth by registration. After the first day, you should be a pro at finding meeting rooms!

8. Which airport is the best to fly to, and how can I get from the airport to the conference site?

- a. Travel and transportation information is available on the NIGP Forum page. You can find the information by clicking this link and navigating to the bottom of the page: <https://www.nigp.org/events/annual-forum-and-products-exposition/forum-hotel>.

9. What resources are available for first timers at Forum?

- a. There will be a first-timers meet and greet before the conference meet and greet on Saturday. Stay tuned to the NIGP Forum 2024 NSite group for more information.

10. What can I expect when I arrive at the hotel I'm registered in?

- a. Be sure to fly in on Saturday! That way you will have time to get checked into your room. Then you can walk over to the convention center and get registered for the conference. Registration is located on the ground level of the convention center in Concourse A (off S College St.).
- b. After getting your name badge, check out the information tables around the registration area. Take a look at all of the standing banners located in and around there. Meet new people and perhaps make dinner plans.
- c. GET EXCITED! You're about to have an awesome experience! And some of you may be asked to write about your experiences afterwards!

11. How can I follow up after the conference?

- a. Review your notes! Reach out and schedule time with other professionals you've met at Forum. Be proactive about pursuing connections from the networking you've done!

12. How can I make the most of my overall conference experience as a first timer?

- a. Be an advocate for yourself! Embrace the opportunities to meet as many fellow professionals as possible. Don't be afraid to step out of your comfort zone and try new things!
- b. ENJOY THE EXPERIENCE! We all have memories of our first Forum. Ask others about theirs!

13. What should I do if I encounter technical difficulties or have questions about conference materials?

- a. NIGP staff are the best of the best. They will assist you with any and all issues that may arise during the conference.

14. Are continuing education credits available for sessions I've attended?

- a. Yes! Your NIGP transcript will show the maximum number of contact hours that can be earned by one's full participation during the Forum. All sessions, with the exception of entity networking sessions, will be recorded and available to watch on demand for 60 days after Forum. Additional contact hours can be earned for on-demand viewing. We recommend keeping a list of the sessions that you attended in case you need this information for your employer, or for professional certifications.

15. How can I maximize my exposure to exhibitors and sponsors at Forum?

- a. BRING YOUR BUSINESS CARDS! Try to meet as many suppliers during the Products Exposition as you can. It's not an easy feat for any of us but the suppliers appreciate even 30 seconds to 1 minute of your time. They are spending money on us so we should show our appreciation by stopping by to chat.
- b. Sponsors are listed on signage throughout the convention center. If you run across one, please introduce yourself and thank them for their support of the procurement profession!
- c. Take suppliers cards and add them to your eprocurement database. Schedule short video calls so that you can relax and really get to know them and what they offer.

16. Are there options available for dietary restrictions at mealtimes and/or snack times?

- a. Yes! NIGP will do all that is necessary to ensure that you remain healthy, wealthy, and wise during the conference! Well, maybe not wealthy and wise but they are committed to keeping everyone safe and healthy during Forum. Please inform NIGP staff in advance of any special needs or allergies by emailing to forumspecialneeds@nigp.org. Staff cannot guarantee accommodations if not notified in advance.

17. Is there a code of conduct to follow for professional behavior at the conference?

- a. Absolutely. NIGP has an expectation that all attendees will adhere to the NIGP Code of Conduct. You can read it here:
<https://s3.us-east-1.amazonaws.com/nigp-prod-media/assets/forum/2023/2022-event-code-of-conduct.pdf>

18. Can I access conference materials or recordings after the event?

- a. Absolutely! The virtual platform will be available for 60 days after forum for viewing sessions on-demand.

19. How can I provide feedback or suggestions for future Forums?

- a. Each session will have a survey for attendees to complete. Additionally, a conference survey will be made available to all attendees upon conclusion of Forum.
- b. NIGP is eager to hear your impressions! Please be sure to complete the surveys and offer suggestions you have. Just like there is no dumb question, there is no dumb suggestion so submit them all!

The main takeaway is to enjoy! Embrace the learning, reach out and meet new friends, and ask for help if and when you need it! Your Governing Board and Councils want you to have the best experience so come to Forum with confidence and excitement! We will as well!

**Can't wait to see you in
Charlotte August 25 - 28!**



National Procurement Award

WA NIGP has 2 finalist for the both the Procurement Manager and the Procurement Specialist of the year awards! Winners will be announced Sunday August 25, 2024 at the Forum Awards Dinner. WA-NIGP will have a reserved table so we can support our finalists.

PROCUREMENT MANAGER FINALIST

Linda Hodgson, CPPB

Agency Contracts Training Manager

WA State Dept. of Social & Health Services



PROCUREMENT SPECIALIST FINALIST

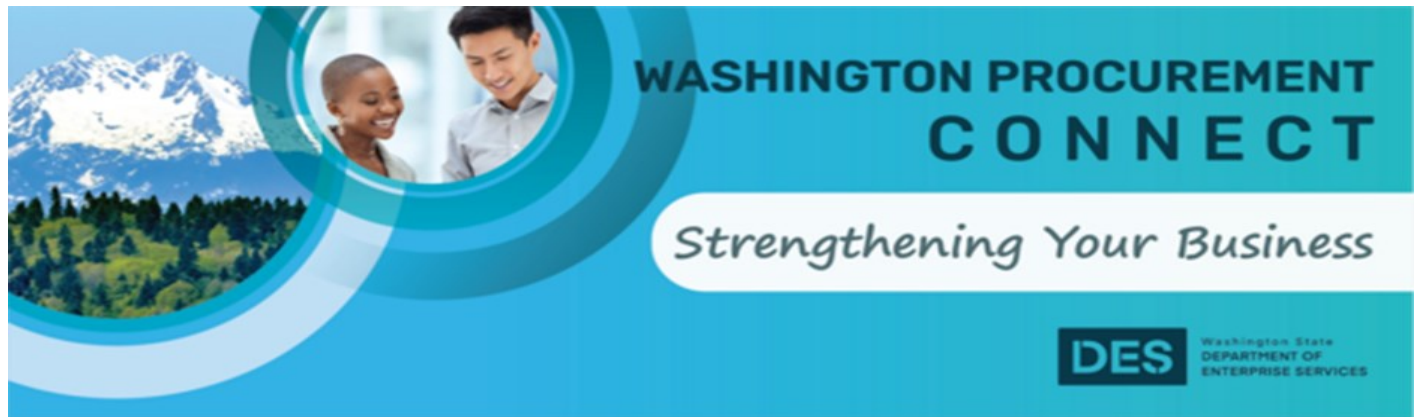
Breann Aggers

Procurement Strategist

WA State Dept. of Enterprise Services



WANIGP Fall 2024 Conference



Tacoma, WA



October 8



140 exhibitors

REGISTRATION IS NOW OPEN [CLICK BELOW](#)

[WASHINGTON PROCUREMENT CONNECT: STRENGTHENING YOUR BUSINESS | DEPARTMENT OF ENTERPRISE SERVICES \(DES\)](#)

WA NIGP Chapter is partnering with DES to host a first annual joint tradeshow and conference to strengthen the relationship between Washington state small businesses and government entities.

When: Oct. 8, 2024 - 7:30am - 4pm

Where: Greater Tacoma Convention Center

Add to Calendar: [Google](#) [Outlook](#) [iCal](#)

1500 Commerce Street, Tacoma



What you can expect at the conference:

- ◇ NIGP-credentialed education for procurement professionals
- ◇ Workshops for small businesses
- ◇ 140 exhibitors
- ◇ Two keynote addresses
- ◇ 1:1 networking for purchasers, businesses, primes, and construction firms
- ◇ Lunch with peers and businesses

Stay connected: [Subscribe to updates](#)

Scholarship Committee



APPLY TODAY!

OPPORTUNITY FOR FREE - NIGP TRAINING!

Looking to get Certified (CPPB, CPPO, NIGP-CPP, etc.)?

Apply for a scholarship TODAY - up to \$500 towards training, certification, prep materials, etc.

Fill out an application on www.WANIGP.org

>login, Member Benefits, Scholarships, and Submit Application<

>Must be a WANIGP and NIGP member to apply<

APPLICATIONS DUE BY SEPTEMBER 3rd

OR apply for any qualified professional development opportunity. Check out the [NIGP Learning Catalog](#)

Any questions contact us at Scholarship@WANIGP.org

Scholarships

If you are interested in training and do not have the training budget, our Chapter has funding available for scholarships. The Scholarship Committee accepts applications year-round for continuing education, professional certification fees and courses. **Check out the Scholarship Program on the website and SUBMIT your application!** *Reminder: only one scholarship within a twelve (12) month period can be awarded to a member.*

Stacy Hupp, CPPB

Scholarship Committee Chair

scholarship@wanigp.org

Emerging Professionals Committee

Joint EP Round Table Survey: Insights from Recent Survey

The Emerging Professionals recently conducted a survey during the joint session with SAMPO to gauge the impact and effectiveness of their presentations. Here's a summary of the key findings:



Memorable Moments

Participants highlighted several memorable aspects of the presentations:

- It provided more context behind the program and benefits that members could get out of it.
- The introduction and interactions with other members were frequently mentioned as standout moments.
- Meeting Future Leaders: Engaging with the next generation of NIGP and Chapter leaders was particularly memorable.
- Collaboration: The collaborative aspect with other municipalities was highly appreciated.

Participants heard about the event through various channels:

- Emails: Direct emails were a common source of information.
- NIGP NSite: Some found the event through the NIGP NSite community.
- Research: A few participants discovered the event while researching educational opportunities on the NIGP website.

Recommendations and Feedback

- Most participants would recommend the program to other emerging/young professionals.
- While the format was appreciated, additional collaboration between NIGP Chapters was recommended.
- It's a great opportunity for networking and meeting more people in the professional field that can assist with questions/scenarios to get a new professional up to speed. Also helps to learn different resources available to someone learning the profession. It is an open forum for Q&A, which helps.

Conclusion

The Joint EP Round Table presentations was well-received, with many participants valuing the opportunity to engage with peers and learn from experienced professionals. The overall response indicates a positive impact and a strong foundation for future development.





NEWSLETTER

SHARE CONTENT WITH US!

WA-NIGP releases newsletters in the following months:

February
April
June
August
October
December

Have something you want in a future newsletter? Be sure to send it to the newsletter representative!

Jessica Buckingham
Email: jbuckin@tacoma.k12.wa.us

We'd love to hear from you!

Board Members

CONNECT WITH YOUR BOARD MEMBERS – WE ARE HERE TO SERVE YOU!

Did you know that all members are welcome to attend/listen in on our monthly Board meetings which are held via Zoom every 3rd Thursday from 11am-12pm? Please contact Jessica Buckingham, Recording Secretary at secretary@wanigp.org for an invitation via Outlook. Meeting minutes are published monthly on our website under the Procurement Resources, Document Library, Chapter Documents, Meeting Minutes. Thank you again for entrusting me and the Board of Directors to lead WANIGP Chapter as we continue to navigate through the many facets of this organization. Your continued support is much appreciated. Questions or comments, please feel free to drop us a note at info@wanigp.org.

The Board of Directors shall:

- Attend the regularly scheduled teleconferences and other meetings of the Board of Directors, and Chapter events.
- Control and manage the affairs and finances of the Chapter.
- Shall have authority to take such actions as will serve the best interests of the Chapter and its Members under an annual plan of activities and budget to be adopted by the membership at the annual meeting of the membership.
- Have no authority to expend or commit funds to an amount over the cash resources of the Chapter, or otherwise cause indebtedness of the Chapter, unless such expenditure, commitment, or indebtedness is approved in the annual budget, or in advance by 2/3 affirmative vote of the voting members at a regular or special business meeting. Such approval may be by electronic mail or other concurrence.
- Review the recommendation of the Membership Committee and by a majority votes shall accept or reject the applications for membership to the Chapter. The vote of the Board of Directors shall be final. An applicant whose application has been rejected, however, may appeal as specified elsewhere in these Bylaws, or may resubmit an application to the Membership Committee no sooner than one (1) year after rejection by the Board of Directors.
- Hear and decide on appeals regarding the Honors and Awards Committee's decisions on award of scholarships.

Chapter President

Ginny Justiniano, CPPB, NIGP-CPP

Email: president@wanigp.org

Phone: (206) 263-9393



Chapter Vice President

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**Chapter Recording Secretary**

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**Chapter Immediate Past President**

Maija Lampinen, NIGP-CPP, CPPB

Email: majal@portofeverett.com

Phone: (425) 388-0606



**Interested in attending a Board meeting? Contact
Jessica Buckingham at secretary@wanigp.org**