



**TxPPA**  
**ANNUAL SPRING**  
**LEGISLATIVE FORUM AND**  
**EDUCATIONAL WORKSHOP**

**February 24-26, 2010**

**AUSTIN**



**Crowne Plaza**  
**Austin, TX**



**SPRING WORKSHOP 2010**  
**TEXAS PUBLIC PURCHASING ASSOCIATION**  
 February 24-26, 2010  
 Austin, Texas

**WORKSHOP AGENDA**

**Wednesday, February 24, 2010**

Time		General Sessions
11:00 am	5:00 pm	Registration
1:00 pm	1:30 pm	Opening Remarks; Cheryl Turney, C.P.M., TxPPA President
1:30 pm	2:30 pm	Legislative Issues; Panel of Legislative Experts
2:30 pm	5:00 pm	Legislative Roundtables / TxPPA Initiatives; Facilitators: Carol Cooper, C.P.M., CPPO, CPSM
<b>Planned Group Activities / Networking Opportunity</b>		
5:00 pm	6:00 pm	Welcome Reception
Dinner on your own following reception		

**Thursday, February 25, 2010**

Time		General Sessions
7:00 am	3:00 pm	Registration
8:00 am	10:00 am	<b>Continental Breakfast</b> "What Do You Say (When You Can't Say Yes)?"; Mark Warren
<b>Concurrent Sessions</b>		
10:00 am	12:00 pm	Contract Management-Basic; Bobby Pounds, CTCM; TPASS American Recovery and Reinvestment Act; Panel of Peers
<b>General Session</b>		
12:00 pm	1:30 pm	<b>Luncheon</b> Guest Speaker: Lewis F. McLain, Jr., Consultant, Trainer, Analyst Topic: State of Texas Economy
<b>Concurrent Sessions</b>		
1:30 pm	3:30 pm	Contract Management-Intermediate; Bobby Pounds, CTCM; TPASS AP and Purchasing P-Card Partnership; Charles Oberrender, CPPB Wisdom from the AG's Office; Pam Perkins, Texas Office of Attorney General
<b>General Session</b>		
3:30 pm	5:00 pm	Public and Private Partnerships; Deborah Giles, Strategic Partnerships
<b>Planned Group Activities / Networking Opportunity</b>		
5:30 pm		Dinner and Entertainment at Esther's Follies

**Friday, February 26, 2010**

Time		General Sessions
7:00 am	10:00 am	Registration
8:00 am	9:00 am	<b>Breakfast</b> President's State of the Association Address and Announcements; Cheryl Turney, C.P.M., TxPPA President
9:00 am	12:00 am	Tools for Change; Dr. Richard D. Grant, Jr.



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## **TOPICS AND SPEAKERS**

### **“Legislative Issues”**

The panel will address the Texas Legislative process, the last legislative session, timelines for the next session, sources for information, and what you can do to help legislation pass (or not pass).

**Presented by:**

**Shanna Igo; *Director of Municipal Services; Texas Municipal League***

Shanna Igo is the Deputy Executive Director for Policy Development and Legislative Services for the Texas Municipal League, where she coordinates and implements the legislative policy program for the 1,090 member cities and their mayors and council members. She has been with TML for 21 years. Prior to her work at TML she worked in the Texas Senate as a legislative aide and as the Committee Director for the Senate State Affairs Committee.

**Elna Christopher; *Director of Media Relations; Texas Association of Counties***

Elna Christopher was a newspaper reporter in Mississippi, New Mexico and at the Dallas Morning News before entering the world of Texas politics. She earned statewide recognition for her media relations work on behalf of former Attorney General Jim Mattox, who was known for his high level of press coverage. She performed similar functions during the four years Lt. Governor David Dewhurst led the Texas General Land Office, where Christopher played a critical role in setting up Dewhurst’s successful “Adopt-A-Map” program and raised almost a quarter of a million dollars to preserve historical maps of Texas and its counties. Since joining TAC in 2004, she has taken on responsibilities for developing a press relations system and keeping county officials informed of important legislative news.

### **“Legislative Roundup”**

TxPPA holds a legislative roundup each even numbered year. Participants will work in their respective groups (cities, counties, schools, etc.) to discuss legislative initiatives for the 2011 legislative session. The groups will prioritize their initiatives in order of importance. All groups will then come together to discuss the common initiatives and rank them in order of preference. The goal is to target major areas of legislation that we could support to make our jobs more effective.

**Facilitated by:**

**Carol Cooper, C.P.M., CPPO, CPSM; *Director of Materials Management; City of Garland***

Carol Cooper has been in the purchasing and supply profession since 1978. She has both public and private sector experience in a variety of industries. Carol has been Director of Materials Management for the City of Garland, Texas since 1994. She led her department in the initial receipt of the Achievement of Excellence in Procurement award in 1998. Garland has received this award every year since. Garland also received the Excellence in Supply Management for 6 consecutive years. Carol served as former Legislative Liaison to the Texas Municipal League for the Texas Public Purchasing Association

## **“What to Say (When You Can’t Say Yes)”**

No one likes to hear the word “no”. And, few people like to have to deliver it. Yet often, those responsible for redirecting the behavior of people under normal to extreme influences must first be in control of themselves when they have to say “no”, or when they can’t say “yes”. This presentation will reintroduce participants to the strategies and mechanisms of active, responsive “adulting” (including words, language and postures), interpersonal communication, cooperation and relationship – building and positive conflict behaviors through a series of skill exercises. It’s true that in serving the public, one can’t often give people what they want, but by understanding the difference between redirection and punishment, participants can more easily help them get what they need.

### **Presented by:**

**J. Mark Warren; *Training Consultant; Texas Association of Counties***

J. Mark Warren is a training consultant with the Texas Association of Counties in his hometown of Austin, Texas. Before this, Mark worked for 23 years with the Texas Department of Public Safety. Mark began his DPS career as a Highway Patrol trooper in Baytown and South Austin. In 1981, he was promoted to the Training Academy in Austin, where he served as a Training Officer, Lieutenant, and Captain. He was the Assistant Commander of the Academy when he retired in 2000. He received a B.A. in Sociology in 1977 from Saint Edward’s University and attended the 157th session of the FBI National Academy in Quantico, VA. Mark is a member of the Association of Texas Law Enforcement Educators and was its president in 1993 and 1994, and is also a member of the Texas Police Association. He has earned an instructor’s certificate from the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE). In 1991, Mark received the TCLEOSE Award for Professional Achievement, and in 1996, a Master Peace Officer certification. Mark was a member of the Verbal Judo instructional staff from 1987 until 2002, and continues as an official “friend of the company”.

## **“Contract Management”**

There is no single “right” way to contract. Various types of purchases and contracts may require different practices, processes and strategies for successful implementation and completion.

Session 1 will focus on the elements of effective contract management; plan, procure, rate/price establishment/contract formation, contract oversight, and discussion of vendor performance and relationship building.

Session 2 will be at an intermediate level and will address management of a contract that is already in place, focusing on how to manage the contractor and sub-contractor to a successful conclusion. The class will include discussion on the contract process, vendor performance, communication, best practices, and scenarios.

### **Presented by:**

**Bobby Pounds, CTCM; *Contract Manager Team Lead  
Texas Procurement and Support Services; State Comptroller’s Office***

Bobby Pounds is the statewide contract manager for the TPASS Division of the Comptroller of Public Accounts. He is currently responsible for the management and oversight of approximately 2,000 statewide contracts and hotel rate agreements with an overall spend of approximately \$1B, providing technical assistance to more than 200 state agencies. Prior to coming to the Comptroller’s Office, he spent five years at the Texas Workforce Commission managing contracts for training delivery services. Bobby has a degree in Economics from the University of Texas at Austin and is a Certified Texas Contract Manager.

## **“American Recovery and Reinvestment Act”**

Stimulus money is flowing to public entities. Now what? A panel of your peers will relate their experience with Federal regulations, the ARRA bidding process, what must be included and where to find the information.

### **Presented by:**

**Barbara Robillard  
*Director of Purchasing & Contracts  
Spring Branch ISD***

**Jason Walker  
*Purchasing Agent Assistant  
Travis County***

**Bruce A Hughes, CPPO, CPPB  
*Purchasing Agent  
Galveston County***

**Rose Berger, CPPB  
*Buyer  
City of Garland***

## **“State of Texas Economy”**

This session will be about dealing with facts, understanding where we stand today and what the first half of this decade should look like as we deal with real economic threats in a world of politics. What will “the new normal” mean to local government?

**Presented by:**

**Lewis F. McLain, Jr.; *Consultant, Trainer, Writer, Analyst***

Lewis McLain graduated from the University of North Texas with a BA in Accounting. He taught undergraduate and graduate courses at Southern Methodist, University of Dallas, and University of North Texas. He recently taught a graduate course in the MPA: Performance Measures for Local Governments and Non-Profits at UNT.

His employment experience includes Boise Cascade (Assistant Controller); Garland (Budget Director), Dallas County (Budget Officer, First National Bank in Dallas (VP Public Finance)(Fiscal Planning Consultant), North Central Council of Governments (Director of Administration), and currently CityBase.Net, Inc. (President) and McLain Decision Support Systems (Principal).

Lewis performs consulting work, conducts seminar courses for national, state and regional organizations, and has authored numerous articles for the GFOAT Monthly Newsletter and other publications.

## **“Your Purchasing Card Program; Forging a Successful AP and Purchasing Partnership”**

A discussion of one side of a purchasing card program that is often overlooked; how to successfully integrate the needs of procurement and payables. The various facets of such a partnership will be reviewed and examples focus on a successful but continuously evolving purchasing card program in the City of Missouri City. It is a card program that is successfully maximizing purchasing card spend while accommodating the needs of the accounting world.

**Presented by:**

**Charles Oberrender, CPPB; *Purchasing and Risk Manager; City of Missouri City, Texas***

Charles Oberrender has served as Purchasing and Risk Manager for the City of Missouri City, Texas since 1993. He supervises the purchasing, risk management, travel, and procurement card programs for the City. He was previously employed by the Fort Bend County Purchasing Department where he first got his start in public purchasing over twenty years ago. Charles became a Certified Professional Public Buyer in May 1996. He is a charter member of Texas Public Purchasing Association, and a member of National Purchasing Institute and the Public Risk Managers Association. Charles has taught workshops at the NIGP Forum, Texas Public Purchasing Association workshops, Lone Star Buyers Conference, and has been a QCT volunteer at the NIGP Forums.

Charles is a graduate of Wharton County Junior College and Texas A&M University, where he received a bachelor's degree in Agricultural Economics in 1983.

## **“Wisdom from the Texas Attorney General’s Office”**

Open discussion on recent AG opinions related to purchasing issues, current topics, cases, questions to ask and be asked.

**Presented by:**

**Pamela Perkins, *Office of the Attorney General***

Pam Perkins is an investigator/program specialist in the Consumer Protection Division of the Texas Attorney General's Office where she has worked since 1988. Pam graduated from Stephen F. Austin State University and completed graduate work at Southwest Texas State University. Pam has investigated and worked on numerous bid rigging, price fixing, and related antitrust cases involving public procurement issues, and teaches classes throughout the state on issues and concerns with public entity purchasing.

## **“Public and Private Partnerships”**

Outsourcing of public sector services can bring operating efficiencies and cost savings if properly contracted and executed. Marketing and research experts predict that state and local government outsourcing could reach \$22 billion by 2011. This session, led by a former government executive from Strategic Partnerships, Inc, will examine the benefits, risks, and trends of outsourcing initiatives including Public-Private Partnerships.

### **Presented by:**

**Deborah Giles, *Strategic Partnerships***

Deborah Giles is the former Deputy Inspector General of Operations for the Texas Health and Human Services Commission - Office of Inspector General. While there she was responsible for strategic planning, communications, fraud technology analysis and quality assurance in an agency with a staff of 654 and an annual budget of \$52 million.

She has held positions in both the public and private sectors. She is a former chief of staff for a member of the Texas Legislature, was manager of government relations for a global oil and gas company, executive director of a private trust company and vice president of a political consulting firm.

She also worked on the Hill in Washington, D.C., for the Committee on Banking, Finance and Urban Affairs in the U.S. Congress. Deborah is a Certified Inspector General through the Association of Inspectors General, a Certified Public Manager (CPM), and a graduate of the Governor's Executive Development Program at The University of Texas at Austin.

She holds a bachelor's degree from Our Lady of the Lake University in San Antonio.

## **“Tools for Change”**

This presentation will assess how we approach change differently. We will examine different styles in managing change, and how these very differences can be assets that we can access in others to make change management easier. We will look at different needs for information and support during change, how the change process itself can have different phases, and why we may be skillful in one phase and not skillful in another. Finally, we will examine methods of stress management, plus some emotional intelligence tools for engaging new people and new situations in 2010.

### **Presented by:**

**Richard D. Grant, Jr., PhD; *Psychologist and Humorist***

Dr. Grant is a consulting psychologist that provides training in the business applications of psychological type, plus Toolbox Resources for personal development in sales, management, communication, and diversity utilization. Active in training corporations and government organizations for over 18 years, he has been a frequent presenter for the Executive Business Program at the University of Texas, Texas Christian University, Texas State University, and the government's Executive Development Program. Private clients have included Garner, Inc., Perot Systems, IBM, 3M, Sematech, Applied Materials, and several other technology firms. He has taught at Auburn and Texas A&M Universities, is a presenter at Roy Williams' Wizard of Ads Academy, and has authored four books, most recently *Recovering Connections*, with Andrea Miller. He received his Ph.D. from the University of Texas at Austin in 1973; in 1993, he was awarded the National Award for Innovations in Training and Education from the Association for Psychological Type.



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## **ADDITIONAL CONFERENCE INFORMATION**

### **WORKSHOP REGISTRATION**

The registration fee includes all sessions and planned group activities. Guest tickets can be purchased for certain planned group activities (see registration form). There is a savings to be realized by registering early.

### **FULL WORKSHOP RATES**

#### **Rate through February 10, 2010**

Members	\$200
Non-Members	\$275 *

#### **Rate after February 10, 2010**

Members	\$225
Non-Members	\$300 *

### **SINGLE DAY RATES**

#### **Wednesday only**

Members	\$ 50
Non-Members	\$ 75 *

#### **Thursday only**

Members	\$150
Non-Members	\$175 *

#### **Friday only**

Members	\$ 50
Non-Members	\$ 75 *

*\* TxPPA would like to take this opportunity to point out that membership does have its advantages. Not only would you save \$25 on this event if you became a member before registering (membership is \$50 a year), but you would also save on other events throughout the year!*

### **To Register:**

There are a few easy ways to register, as follows:

- ★ On the TxPPA website (Events Page), there is an Event Registration Form that can be completed, printed and emailed, faxed, or mailed in. Please feel free to duplicate and share this form with other public purchasing professionals.
- ★ On the TxPPA website (Events Page), there is a link to an online registration system.

**TxPPA Link:** <http://www.txppa.org/assoc/cms/Events/>

### **HOST HOTEL**

**The Crowne Plaza Austin North Central** is the TxPPA Spring Workshop 2010 location and host hotel. The Crowne Plaza is located minutes from Downtown Austin and the Texas State Capitol.

TxPPA has reserved a block of rooms for Workshop attendees at the rate of **\$85.00 per night for single and \$125 for double occupancy (plus applicable taxes)**. In order to receive this discounted rate you must make your reservations by **February 10, 2010**. Be sure and mention the **Group Account Name: "Texas Public Purchasing Association"**.

**Crowne Plaza Austin, North Central**  
**6121 North IH35**  
**Austin, TX 78752**  
**512-323-5466**

## HOTEL RESERVATION INSTRUCTIONS

**Booking On-Line is easy – just click on the link below:**

**Account Name:** Texas Public Purchasing Association

- 1) [http://www.ihg.com/h/d/CP/1/en/rates/AUSGZ?groupBookingCode=tmp& IATAno=99801505](http://www.ihg.com/h/d/CP/1/en/rates/AUSGZ?groupBookingCode=tmp&IATAno=99801505)
- 2) Choose your dates, click on “check availability”

**Booking By Telephone (National Reservation Hotline):**

- 1) Call 1-877-2-CROWNE (1-877-227-6963)
- 2) Ask for “New Reservations”
- 3) Specify the dates you wish to stay
- 4) Identify yourself as a “Texas Public Purchasing Association” participant

**Booking By Telephone (Hotel Direct Reservations):**

- 1) Call 512-323-5466
- 2) Ask for “Reservations”
- 3) Specify the dates you wish to stay
- 4) Identify yourself as a “Texas Public Purchasing Association” participant

### Good to Know....

- ★ The hotel shuttle offers transportation to Austin-Bergstrom International Airport (AUS).
- ★ Complimentary wireless Internet is provided in all guest rooms, lobby, and business center.
- ★ A restaurant on the hotel property serves breakfast, lunch and dinner.
- ★ Area Attractions: 6th Street, Warehouse District, UT, Austin Convention Center, Barton Springs, LBJ Presidential Library, Arboretum, Round Rock AAA baseball team.
- ★ Check in time is 3:00 p.m.; Check out time is 12:00 noon.
- ★ Individual reservations must be cancelled 72 hours prior to arrival. Any cancellations within 72 hours will be billed one night’s room and tax.

## PLANNED GROUP ACTIVITIES/NETWORKING OPPORTUNITIES

### *Welcome Reception - Wednesday*

TxPPA will host a welcome reception at the host hotel for all workshop attendees and their guests. Special guests invited to this reception, which will be held immediately following the afternoon discussions on legislative issues, will be legislative representatives from Texas Association of Counties and Texas Municipal League, as well as Texas Senator Royce West, Senator West’s Chief of Staff Julie Frank, Representative Brandon Creighton and Representative Creighton’s Chief of Staff Rebecca Dean.

The cost of this networking event is included in the registration fee. Guests of attendees may attend at no additional charge.

### *Dinner and Esther’s Follies - Thursday*

TxPPA has a special evening planned for workshop attendees; dinner and a show! Shortly after a full day of classroom training, a chartered bus will transport attendees to Esther’s Follies where a catered dinner will be served. After dinner, those attending will be escorted to special seating where they can enjoy a premier magic and comedy troupe. It is a variety show, musical comedy revue and magic show in one. Esther’s Follies will provide a fun-filled evening of networking, good food, and entertainment.

The cost of this networking event is included in the registration fee. Attendees may purchase guests tickets to this event on the Event Registration Form.

## TRANSPORTATION

**Austin-Bergstrom International Airport** offers nonstop service to Dallas, Dallas/Fort Worth, El Paso, Harlingen, Houston (Bush), Houston (Hobby), and Lubbock. Austin-Bergstrom International Airport (AUS) is 12 miles from the Crowne Plaza Austin North Central Hotel.

### ***Shuttle/Taxi Service from Airport:***

- ★ **Shuttle Charge (one way): \$25**
  - ANS Airport Shuttle (254-690-6725)
  - Super Saver Shuttle (254-423-9118)
  - SuperShuttle (800-258-3826)
- ★ **Taxi Charge (one way): \$25**

### ***Car Rental Agencies:***

- ACE Car Rental of Austin: (512) 530-3900 <http://www.acerentacar.com/>
- Advantage Rent A Car: 1-800-777-5500 <http://www.advantage.com/>
- Alamo / National Rent-A-Car: (512) 530-3500 <http://www.alamo.com/> / <http://www.nationalcar.com/>
- Avis Car Rental: (512) 530-3400 <http://www.avis.com/>
- Budget Rent A Car: (512) 530-3350 <http://www.budget.com/>
- Dollar Car Rental: (512) 530-7368 <http://www.dollar.com/>
- Enterprise Rent-A-Car: (512) 530-8100 <http://www.enterprise.com/index.jhtml>
- Hertz Rent-A-Car: (512) 530-3600 <http://www.hertz.com/>
- Thrifty Car Rental: (512) 530-6811 <http://www.thrifty.com/>

### ***Arriving by Car***

Easy access to the Host Hotel by highway

- ★ **Traveling North** on I-35, exit 238A. Travel north on service road 1/4 mile. After 2 traffic lights, hotel is on the right at the corner of I-35 and Hwy 290.
- ★ **Traveling South** on I-35, exit 238A. As you exit, stay in left hand u-turn lane under I-35. Once on the northbound frontage road, the hotel is on the right.
- ★ **Traveling East** on FM 2222, turn left at 2nd light at the intersection of 2222 & I-35 north frontage road. Hotel is on the right.
- ★ **Traveling West** on Highway 290 towards I-35, take exit for I-35 North, hotel is on the right.

Questions about this event? Contact Carol Cooper ([cacooper@ci.garland.tx.us](mailto:cacooper@ci.garland.tx.us))

For more about TxPPA, please visit <http://www.txppa.org>



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