



National Institute of Governmental Purchasing

Idaho Public Purchasing Association

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[www.nigp-idaho.org](http://www.nigp-idaho.org)

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Kathy Wanner, President

## IPPA BOARD MEETING MINUTES

July 11, 2017

12:00 Noon

Location: Café Ole, Boise, Idaho

Board Members Present: Kathy Wanner, Robyn Swaney, Janet Gonzalez, Alyssa Ellington, Tina McBride, Bob Perkins, Carrie Champlin, Bob Kobza  
Board Members Absent: Keith Watts, Megan Harvey, Diane Morrison  
Call to order: Kathy Wanner called the meeting to order at 12:00 P.M.

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### Board Business

#### Approval of Minutes

- Approved June 6, 2017 minutes (one revision noted by Robyn Swaney)

#### Treasurer Report and Membership Update-Megan Harvey

Megan emailed Treasurer's Report for period dated 1/1/2017 to 7/12/2017.

- Total income for period \$1,963.96
- Total expenses for period \$ 3,234.11
- Overall total in account \$37,514.33
- Total Membership 46

#### RVTS

- Scheduled for November 9, 2017 at JUMP. Alyssa has submitted application and rental agreement to JUMP.
- Volunteers needed for event.
- Several Board members will attend food tasting at JUMP to decide on menu.
- Inventory needs to be done by Bob, Alyssa and Robyn (most of the supplies was stored by Ada County Purchasing).
- Carrie will check with possible donations by Office Depot.
- Tina has volunteered to work on name tags for event. Name tags will designate participant's context to RVTS (sponsor, vendor, member...).
- Need to determine breakout sessions with vendor oriented theme.

- Flyer to be prepared for “Save the Date”.

### Fall Dinner

- Scheduled for September 28, 2017 with location to be determined.
- Speaker topic was suggested by Bob Perkins-Cyber Risk. Ada County may have individuals available to talk on subject.

### Summer Picnic

- Hawks Game- July 18<sup>th</sup> at 6:15 PM.
- 24 people minimum (\$680.00)-\$27.00 per person. Only nine have signed up. Need fifteen more to meet minimum.
- IPPA members to receive reduced rate for game tickets at \$15.00. Additional guests will be \$20.00.

### Regional Conference

- Debrief of conference was scheduled on June 14, 2017.
- It was determined by OPPA and conference committee that based on the amount of work that the Regional conference will be held every three years. Next conference to be scheduled for 2019.
- Some IPPA members requested information whether OPPA would be willing to open their regular conference to IPPA members.

### Awards

- Chapter of the Year-Robyn submitted in May.
- Notified immediately after Board meeting, that IPPA was nominated for a Chapter of its size for the NIGP Chapter of the Year.
- IPPA considering scholarship program for training. Members can earn points for scholarships for training.
- Robyn provided documents for scholarship program (Scholarship Application, Scholarship Award Request Form, and Amended Scholarship Policy).

### Forum

- NIGP Forum to be held in Salt Lake City, Utah from August 26-31, 2017.

### Committee Updates

#### Professional Development-Bob Perkins

- New NIGP seminar agreement forward for review to IPPA. Kathy Wanner to sign as President.
- New minimums for class scheduling (6 instead of 8).
- No increase in fees for courses.
- Next training “Sourcing in the Public Sector” August 15 -17, 2017 8:00 AM to 5:00 PM with Instructor Rob Rickard, CPPO, OPBC

- September 14, 2017 Lunch and Learn -Public Works
- September 27-28, 2017 CPPB Certification Class
- October 11-12, 2017 a course in Warehousing and Inventory Control to be held.
- December World Class Procurement Practices with Instructor Darrin Matthews.
- State of Idaho has posted training sessions and have named anew training

#### Legislative-Bob Perkins

- Working on review of certain Idaho statutes-one dealing with engineer review of public works (Idaho Code 54-1218) and the other with cooperative purchases (Idaho Code 67-2807).

#### Communications-Alyssa Mitchell

- Alyssa sent out the latest IPPA newsletter.

Meeting adjourned at 1:15 P.M.