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# TCPA

## Texas County Purchasing Association

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Vol. 7 No. 1

April 2004

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### **MEMBERSHIP**

The TCPA has 123 members, representing 65 counties, with more expected. We had 128 members at the end of last year.

If you have e-mail and are not receiving List-Serv messages, please contact me ([schneiderj@co.grayson.tx.us](mailto:schneiderj@co.grayson.tx.us)). Phillip and I will be working together to send out a printed membership list early summer.

Jeff Schneider  
Grayson County

### **SCHOLARSHIPS 2004**

The Board approved four scholarships for 2004. (2 Spring & 2 Fall) The amount has increased to a max of \$300.00 per scholarship. Please remember that only one scholarship per agency per cycle. Please submit your applications by May 1, 2004 to: Jack R. McCown, 1001 Preston #670, Houston TX 77002 or by e-mail. We used all our money last year, but just barely. Don't wait until the fall conference. Get some \$\$ now! Remember your Association is for you, and the main purpose is for education; hopefully, the scholarship funds will allow some members to attend some of the training seminars who would not otherwise be able to attend.

Jack R. McCown, C.P.M.  
Harris County

### **LEGISLATIVE SESSION**

It's that time again! Time to begin thinking about the next Legislative Session. What do we (TCPA) want to accomplish this next session? Over the last several sessions we have worked hard to try and make legislators understand that the changing technology of today, is not in sync with our old laws. Unlike technology, they have been slow to appreciate this change and embrace the cost savings that could be achieved with the simple change in our advertising laws. Counties, combined with cities, school districts, and other state agencies could save the taxpayers of this great State, millions of dollars by allowing us to advertise on the Internet or from our Vendor Databases, instead of local newspapers. Do we want to continue that battle? As the legislative chair for TCPA, I look forward to your input on what our legislative agenda will look like this session. Please e-mail ([cyd.grimes@co.travis.tx.us](mailto:cyd.grimes@co.travis.tx.us)) your thoughts and wishes. We will discuss formally at our May meeting in Austin. Please come and bring your ideas for legislative changes.

Cyd Grimes  
Travis County

### **BID LIBRARY**

Our bid library has 19 packages listed and more in the pipeline. Shayla and the good folks at TAC are still working on the system to make it more user friendly and to improve the upload functions as well as other sections.

You can access it now by going to the TAC website. Go to Member Services and click on the County Market section. The next screen will have the bid library listed. Click on that and it will take you there. Click on "view all bids" to see the entire list.

Charles Crook, CPPB  
Brazoria County



**TCPA May Conference**  
**LBJ School**  
**Austin, Texas**  
**May 18 - 19, 2004**

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## **TCPA FINANCIAL STATEMENT** **January 30, 2003 – April 10, 2004**

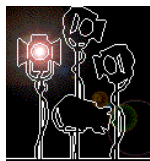
<b>1 Beginning Balance</b>		<b>\$ 9,877.89</b>
a. Savings	\$ 7,167.50	
b. Checking	\$ 2,710.39	
<b>2 Income</b>		
a. Current Dues, 2003	\$ 1,890.00	
b. 2004	\$ 2,250.00	
c. Total dividends paid	\$ .87	
d. Retention check from Harris Co.	\$ 25.00	
e. Granbury conference	\$ 6,018.00	
f. Refund – The Lodge S/T	\$ 274.00	\$ 10,457.87
<b>3 Auction Proceeds and Scholarships</b>		
a. Odessa Auction/Nov. 2002	\$ 815.00	
b. Granbury Scholarships	\$ (830.00)	
c. Granbury Auction/Nov. 2003 S/T	\$ 1,263.00	\$ 1,248.00
<b>3 Expenses</b>		
a. Retained in Harris Co.	\$ (25.00)	
b. New checks for account	\$ (16.04)	
c. Metroplex Printing	\$ (96.52)	
d. Denton Co. (postage)	\$ (61.79)	
e. Granbury conf. expense	\$ (6,394.19)	
f. Reimburse – Potter Co.	\$ (66.41)	
g. Deposit only stamp S/T	\$ (14.85)	\$ (6,674.80)
<b>4 Ending Balance</b>		<b>\$ 14,908.96</b>
a. Savings	\$ 100.87	
b. Checking	\$ 14,808.09	
<b>Total</b>	<b>\$14,908.96</b>	

## **MAY WORKSHOP**

The T CPA May Conference will be held at the LBJ School in Austin on May 18-19, 2004. The cost will be \$175 and you can pre-register at the LBJ School of Public Affairs website. We have a great program scheduled and look forward to everyone attending. Scholarship information is included in this newsletter, so please take advantage of this great opportunity and apply.

## **MEMBER SPOTLIGHT FEATURING:**

### **Janell Duchamp**



Janell has been in public purchasing for 15 years. She began her purchasing career in 1989 as a Buyer for Orange County. She was promoted to Senior Buyer and is now the Purchasing Agent. Janell has obtained her CPPB certification and is currently working on her CPPO and C.P.M. certifications.

Janell and her husband Chip met their senior year in high school and have been married for 28 years. Janell has become a strong advocate for early detection and breast cancer awareness after being diagnosed with breast cancer in December 2002. They have two daughters in college and are looking forward to those tuition free days. In her spare time Janell is remodeling the interior of their home under the very watchful eyes of the two family felines.

Janell stated the T CPA organization is an asset to the Purchasing Profession and that she has benefited both personally and professionally as a member of T CPA.

Ginny Atkinson, CPPB  
Williamson County

## **TCPA Salary Survey**

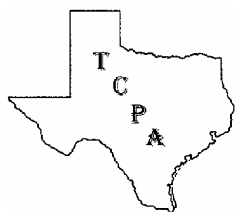
Is it already budget time again? Didn't we just do that?

The T CPA Salary Survey is included in this newsletter. Please make sure that each entity completes the survey and returns it to Beth Fleming, Denton County, by fax #940-349-3131 or by email [beth.fleming@dentoncounty.com](mailto:beth.fleming@dentoncounty.com). The deadline for responding is **April 22<sup>nd</sup>**. The survey is a useful tool only if you respond. The results will be sent via the TAC Listserve and will be grouped by county size.

Hopefully, the information will be helpful to all counties that are working to establish departments, re-class positions or add new employees. And, oh yeah, it will be useful information for potential raises as well!

Beth Fleming, C.P.M.  
Denton County

## TEXAS COUNTY PURCHASING ASSOCIATION



Narita Holmes, C.P.A.  
Ector County  
President  
915-498-4020

Denny VanGheluwe  
Harris County  
ice President  
713-755-5036

Sandy Bradley  
Johnson County  
Treasurer  
817-556-6384

Donna Riley  
Denton County  
Secretary  
940-349-3130

### SCHOLARSHIP APPLICATION – 2004

A scholarship program has been approved by the TCPA Board of Directors to be administered by the Immediate Past President. For 2004, funding has been budgeted for four scholarships for up to \$300.00 each. The applications should be forwarded to Jack McCown, C.P.M., TCPA Immediate Past President at Harris County Purchasing. The deadline for submission is May 1, 2004. The TCPA officers will determine scholarship awards. Awards will be made on a combination of financial need and anticipated benefit of attendance.

Name/Title: \_\_\_\_\_

Entity/Address: \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

TCPA Workshop Dates: \_\_\_\_\_

1. What is the expected benefit of attendance?
  
2. Describe how you believe attendance will enhance your professionalism.
  
3. What is the anticipated cost of attending the workshop (specify by registration, hotel, travel, etc)?  
What other funding sources are available to you?
  
4. Would you be able to attend the workshop without this scholarship? \_\_\_\_yes \_\_\_\_ no

I understand that if awarded, payment will be made as a reimbursement upon submission of receipts to the TCPA Treasurer for up to \$300.00.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Jack McCown's email address is [jack\\_mccown@itc.co.harris.tx.us](mailto:jack_mccown@itc.co.harris.tx.us)

**TEXAS COUNTY PURCHASING ASSOCIATION  
SURVEY 2004**

Please complete the following no later than **April 22, 2004** and return to: Beth Fleming, C.P.M.  
 TCPA Past President  
 Fax 940-349-3131

**COUNTY INFORMATION:**

County: \_\_\_\_\_ Population: \_\_\_\_\_

Number of County Employees: \_\_\_\_\_ Annual County Budget: \_\_\_\_\_

Number of Purchasing Employees: \_\_\_\_\_ Annual Purchasing Budget: \_\_\_\_\_

**PURCHASING DEPARTMENT - Annual Purchasing Salaries (FY2004):**

*Please match your job titles to the ones listed in left column as closely as possible.*

Job Title	Base Salary	Supplements: C – Car Allowance V – Vehicle O – Other-Specify	# of Positions	Your County's Job Title
Purchasing Agent, Director, etc.				
Assistant Director, Agent, etc.				
Senior Buyer				
Contract Administrator				
Buyer				
Inventory Manager				
Administrative Assistant				
Purchasing Clerk				
Other				
Other				

**TEXAS COUNTY PURCHASING ASSOCIATION:**

- Who appoints/hires the Purchasing Agent? \_\_\_\_\_
- What does TCPA NEED or NOT NEED? Both positive and negative comments are welcome.  
\_\_\_\_\_
- Do you wish to serve as an Officer, Committee Chair or Member? \_\_\_\_\_

Copies of the survey will be distributed on the TCPA list serve or by email on request.

Email address: \_\_\_\_\_

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TCPA Member Survey 2003

**Total Respondents= 47**

Do you plan to attend the May 2004 TCPA workshop in Austin?

Yes = 80.85%  
No = 14.89%

Do you plan to attend the fall 2004 TCPA workshop?

Yes = 80.85%  
No = 12.77%

If your answer is no on either of the two questions above, please indicate the reason you do not plan to attend:

Budget funds are not available = 19.15%  
The program does not meet my needs = 0.00%  
I plan to get training through other programs = 2.13%  
I am not interested = 0.00%

Are you willing to host the fall 2004 workshop? (If you answer yes, please let us know who you are.)

Yes = 6.38%  
No = 82.98%

Does location make a difference in your decision to attend the TCPA workshops?

Yes = 44.68%  
No = 55.32%

Are you a member of the TCPA Listserv?

Yes = 85.11%  
No = 14.89%

If you are a member, do you find the information provided by members on the Listserv useful?

Yes = 85.11%  
No = 2.13%

Do you consider the volume of messages on the Listserv:

too few = 4.26%  
just right = 46.81%  
too many = 34.04%

Have you accessed the Texas Association of Counties (TAC) e-market website?

Yes = 40.43%  
No = 57.45%

Will you use the bid specification library that will soon be on the TAC e-market website?

Yes = 85.11%  
No = 6.38%

Do you access the bid specifications available from various Texas county websites?

Yes = 57.45%  
No = 31.91%

Have you used the "Guide to County Purchasing" prepared by TCPA?

Yes = 44.68%  
No = 53.19%

If you answered yes to question #13, indicate how you accessed the Guide:

on the TAC website = 10.64%  
printed copy = 36.17%

## **GRANBURY NEWS HEADLINES, FOR NOVEMBER 13, 2003:**

### **TCPA MEMBERS END UP IN THE "NUTT HOUSE"**



The Granbury Seminar was awesome! The planning of such an event required dedicated individuals with a sense of purpose and direction (Margaret and Sandy). The teamwork involved in such an undertaking reminded us all how the members of TCPA band together to make our organization something to be proud of. Thanks to all that planned and attended this jammed packed, professional, informative and interesting conference.

Not only did we leave with the feeling we had significantly benefited from the sessions and the networking with fellow purchasing professionals, we also had a fun time. The Granbury Rose evening cruise and dinner was very pleasant and relaxing, it made me think of the words to the song "Life is Good". The dinner and auction at the Nutt House was a great time and very beneficial to the organization. Everyone must have been gearing up for the holiday shopping season and took advantage of the auction. We managed to raise \$1,248 for scholarships. Thanks to everyone who participated.

Hopefully for the Fall 2004 (November) conference everyone will be as generous and creative with their auction items as in years past.

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## ***TCPA OFFICERS & COMMITTEE CHAIRS***

**Immediate Past President** - Jack McCown, Harris County

**President** - Narita Holmes, Ector County

**Vice President** - Denny VanGheluwe, Harris County

**Secretary** - Sandy Bradley, Johnson County

**Treasurer** - Donna Riley, Denton County

**Legislative Committee** -

Chair: Cyd Grimes, Travis County

**Membership Committee** -

Chair: Jeff Schneider, Grayson County

**Newsletter/Public Relations Committee** -

Chair:

**Professional Development Committee** -

Chair:

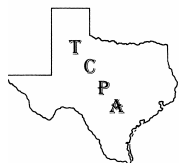
***Donna Riley***

***Senior Buyer, Denton County***

Texas County Purchasing Association publishes a newsletter on a quarterly basis and welcomes input for any news, promotions, seminars, job announcements, retirements or anything of interest, work related or personal. E-mail, fax or call Donna Riley, Denton County Purchasing Department, at [donna.riley@dentoncounty.com](mailto:donna.riley@dentoncounty.com), 940-349-3130, fax 940-349-3132, and we will publish it in the next letter.



***Plan Ahead  
November 2004  
Fall Conference  
Dallas, Texas  
November 2004***



## **Texas County Purchasing Association**

President	Vice President	Secretary	Treasurer
Narita Holmes	Denny VanGheluwe	Sandy Bradley	Donna Riley
Ector Co.	Harris Co.	Johnson Co.	Denton Co.
915-335-3020	713-755-5036	817-556-6384	940-349-3130