



NCMA Voice

March 2010

www.ncmaet.com

MEMBERSHIP MEETING

- Where:** DoubleTree Hotel
- When:** **Wednesday**
March 03, 2010
- Social:** 11:30 am
- Lunch:** 11:45 am
- Cost:** \$15.00 for Members
\$16.00 for Non-Members
- Speaker:** **MS. SAUNDRA JACKSON**
Senior Area Manager, U S Small Business Administration, TN District Office.
- Topic:** **SMALL BUSINESS CHANGES**
- Menu:** Fresh Garden Salad w/ Ranch & Honey Dijon Dressing
Penne Pasta with Grilled Chicken and Marinara Sauce
Green Beans
Assort. Dinner Rolls w/Butter
Chef's Choice Dessert
Coffee, Decafe, Iced Tea, Water

~ Please pay at the door with cash, personal check, or company check only. ~

Reservations **MUST** be made by **Tuesday, March 02, 2009** by 11:00am. Please contact Vicki Dyer at 483-9332 or vdyer@scisale.com.

The charges for late reservations or walk-ins are:
\$22.50 for Members
\$24.00 for Non-Members

Individuals making reservations, but not attending will be billed for the meeting.

See You There!!

PRESIDENT'S CORNER

Thanks to Nicole Porter, General Counsel at UT-Battelle for presenting Organizational and Personal Conflict of Interest at the February meeting.

Markesha McCants and Tina Richards are still championing the CFCM study classes. Members of the class are facilitating the classes and according to all reports this is very effective. If you are interested in attending these classes, please contact Markesha or Tina.

Sandra Jackson, Senior Area Manager, U.S. Small Business Administration, Tennessee District Office will present an update on the Small Business Changes at the March meeting.

Looking forward to seeing everyone on March 3rd!

Faye Orick, C.P.M., CPCM

LUNCHEON

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SPEAKER

SAUNDRA A. JACKSON

Saundra A. Jackson is the Senior Area Manager for U.S. Small Business Administration, Tennessee District Office.

Sandra began her career with the U. S. Small Business Administration in January of 1987 as a Business Development Specialist. She became a Contract Officer for the Agency in 1993 and now serves at the Senior Area Manager. Sandra manages the 8(a) Business Development Program for Tennessee, Marketing and Outreach Activities in West Tennessee, and serve as HUB Zone Liaison for Tennessee.

She has worked in small business development for over 30 years and received many commendations for her efforts from private, local, state and national dignitaries. She is a graduate of Tennessee State University in Business Administration.

Although part of the Tennessee District Office of the SBA, she is located in the only Alternate Work Site in Memphis, Tennessee.

UPCOMING EVENTS

NCMA-ET WORKSHOP

TOPIC: Introduction to Negotiations
DATE: March 03, 2010
TIME: 10:00-11:30am
LOCATION: The DoubleTree Hotel

Please join us for an **“Introduction to Negotiations”** workshop at the Doubletree Hotel just prior to our next NCMA-ET Chapter Meeting on March 3rd. There is no cost for this workshop but you should attend the luncheon/chapter meeting if you do attend. **Bill Painter** will be presenting a high-level overview of the negotiation process by outlining the steps in negotiations including: preparation, understanding the other side, making an offer, discovering interest and finding solutions, making a final offer, documentation and evaluation.

He will also cover **“Trips, Traps, Tricks, and Tumbles”** the unwary negotiator may face and fall for, and ways to counter them. So, if you’re a seasoned negotiator or just getting your feet wet, this workshop has tips and tactics to fortify you for negotiation success.

Bill is the owner and founder of “Confident Negotiations” a consulting and coaching business. Bill helps small businesses and solo-preneurs by showing them how to negotiate the best deals for themselves and their businesses. Bill is the User Facilities Program Manager in the Technology Transfer Division and is responsible for the effective negotiations, administration and closeout of User Agreements and other sponsored research agreements with universities, private companies, and state governments to support ORNL’s national mission. Bill is an Auburn University graduate, a CPCM and was awarded Fellow status by the National Contracts Management Association.

Please save the date and enjoy our workshop before the regular Chapter Meeting. You will receive 1.5 Continuing Education Hours for attending.

RSVP to tmrichards@philotechnics.com or mccantsm@oro.doe.gov. Please RSVP by Friday, February 28th. Seating is limited.

NCMA NEEDS VOLUNTEERS FOR WORLD CONGRESS

National Contracts Management Association is looking for volunteers to help at the World Congress. If you are interested send your e-mail with requested information to Rita Rose at rrose@ncmahq.org by **April 15th**. NCMA will compile the volunteer list, assign tasks and notify those volunteers selected, in early May. There are no guarantees in the selection process, though priority is given to students, CMLDPs, and local chapters first.

2010-2011 NCMA-ET OFFICER NOMINATIONS

It is that time of year again. Be thinking about who you would like to nominate for your 2010-2011 NCMA Officers!

HONORS & AWARDS

EAST TENNESSEE CHAPTER WINS GOLD AWARD!



We are pleased to announce that the National Contracts Management Association recently selected the East Tennessee chapter to receive the Graalman Gold award for the 2008-2009 program year. The Walter R. Graalman Award is a national recognition to outstanding chapters, with three categories of awards based on chapter size, and is presented by the NCMA president at the annual leadership conference. The Gold ranking is the highest ranking that a chapter can receive. Our chapter earned this award because of the hard work of our board members and volunteers and the outstanding support and many contributions of our members.”

MEMBERSHIP

Did you know that April is the best month to bring someone in to join NCMA? (Well really, when is there a bad month, right?) Seriously, you can make some good friends by saving people \$20.00 by getting them to join NCMA when they register for the NES in April. They can save the membership initiation fee of \$20, making their NEW membership the same great price as your renewal membership! We'll see you – and all your friends – at the NES!

Jud Kingman, Membership Chair

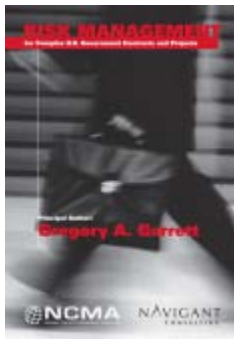
**RISK MANAGEMENT FOR
COMPLEX U.S. GOVERNMENT CONTRACTS AND PROJECTS**

NATIONAL EDUCATION SEMINARS

Presented by the

East Tennessee NCMA Chapter

ABOUT THE PROGRAM:



NCMA's newest seminar provides a unique and comprehensive view of what it takes to successfully manage large, complex, high-technology U.S. government contracts and projects. Led by celebrated principal author Gregory A. Garrett, the contributing authors of the book of the same name are a team of 12 subject-matter experts. This one-of-a-kind seminar is loaded with process diagrams tools, techniques, and best practices to help acquisition professionals in both the U.S. government and industry improve business results.

Speakers:

Mr. William J. Ryan, Jr.
Director, Policy, Oversight & Evaluation
Centers for Disease Control

Every attendee will receive a copy of *Risk Management* and workbook of the same title.

Earn 7 continuing education hours by attending this one full-day seminar!

Course Outline

- Chapter 1: Government Contracting Risk Management- Common Myths and Best Practices
- Chapter 2: The Opportunity and Risk Management Process
- Chapter 3: Opportunity and Risk Management- Tools & Techniques
- Chapter 4: Contractual Aspects of Risk Management
- Chapter 5: Financial Aspects of Risk Management
- Chapter 6: Technical and Schedule Aspects of Risk Management
- Chapter 7: Risk and Purpose-Driven Outsourcing
- Chapter 8: DOD's Major Weapon Systems: Risk Management Process
- Chapter 9: Managing Risk in Professional Services Contracts
- Chapter 10: Earned Value Management Systems: A Risk Management Tool
- Chapter 11: Mitigating Litigation Risk as a Government Contractor
- Chapter 12: The Contract Management Risk and Opportunity Assessment Tool

Location: The Doubletree Hotel, Oak Ridge, TN

Date: April 7, 2010

Duration: 8:00 am – 4:00 pm

Check – in: 7:30 am – 8:00 am

Please contact the **NCMA Chapter Registrar**
Linda Stinnett for more information.



(865) 576-4472
NCMAET@gmail.com





**RISK MANAGEMENT FOR
COMPLEX U.S. GOVERNMENT CONTRACTS AND PROJECTS**

NATIONAL EDUCATION SEMINARS

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East Tennessee NCMA CHAPTER

Date: April 7, 2010

Duration: 8:00 am – 4:00 pm Check-in: 7:30 am – 8:00 am

Register Now! Location

E-mail: NCMAET@gmail.com

Subject: NES Registration

Fax: (865) 576-9385

Attn: NES Registration

Mail: NCMA East Tennessee Chapter

PO Box 5234

Oak Ridge, TN 37831-5234

The Doubletree Hotel

215 South Illinois Avenue

Oak Ridge, TN 37830

(865) 481-2468

Participant Information - Print Clearly

Name: _____ NCMA Member #: _____

Title: _____

Organization: _____

Address: (W/H) _____

City: _____

Phone Work: () - X. _____

E-mail: _____

Suite/Apt.#: _____

State, Zip: _____

Fax: () - _____

Emergency Contact: _____ EC Phone: _____

Check here if you require special assistance or have special meal requirements

Registration Fees (includes seminar materials and meals)

Advance (on or before March 23, 2010)

Member Price: \$250

Non-Member Price: \$300

New Member Price: \$360* (\$110 membership payable to NCMA/\$270 registration-separate payments only)

Regular (after March 23, 2010)

Member Price: \$275

Non-Member Price: \$325

New Member Price: \$385* (\$110 membership payable to NCMA/\$295 registration-separate payments only)

*Regular 1 year membership is \$130; the \$20 initiation fee is waived if payment completed with this registration.

Payment Method

Check Enclosed: Payable to NCMA – East Tennessee

Check No.: _____

Payment must be made at the time of registration. NCMA accepts personal/company checks. NCMA does not accept purchase orders, requests for invoicing, or Credit Cards. Registrations must be received April 5, 2010 (4:00 PM ET). If not received by April 5, 2010 (4:00 PM ET), you must register on site. Space is limited, please plan accordingly. For planning purposes, please contact the Chapter Registrar Linda Stinnett if you intend to register onsite. Each individual must complete a separate registration form.

Cancellations, Substitutions, and Requests for Refunds

All cancellations, substitutions, and requests for refunds must be submitted in writing. Substitutions are welcome! Registrants who are unable to attend the training must fax or e-mail their cancellation or refund request to the attention of NCMA Registrar Linda Stinnett at (865) 576-9385, NCMAET@gmail.com, on or before April 1, 2010 (4:00 PM ET). A \$75 administrative fee will be applied to all cancellations received before April 1, 2010, 2008 (4:00 PM ET). No refunds will be issued for cancellations received after April 1, 2010 (4:00 PM ET). Refunds will not be issued for no-shows. Additional inquiries, contact the registrar at (865) 576-4472.



East TN NCMA

Program Schedule

2009-2010

September 02, 2009	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speakers: Jill Albaugh Contracting Officer, DOE-NNSA YSO Judy Wilson Director, Procurement & Contracts DOE - Oak Ridge Office
September 16, 2009	Board Meeting 11:30am <i>Scientific Sales, Inc.</i>	
October 07, 2009	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speaker: James Hatcher Graham JD, Legal Counsel
October 21, 2009	Board Meeting 11:30am <i>Scientific Sales, Inc.</i>	
November 12 2009	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speakers: Mary Dagley Copeland Contracts and General Law Group, DOE Office of Chief Counsel Colin Douglas Colverson Environment and Real Estate Group, DOE Office of Chief Counsel
November 18, 2009	Board Meeting 11:30am <i>Scientific Sales, Inc.</i>	
December 02, 2009	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speaker: Scott J. Broyles President & COO, National Safe Skies Alliance
December 16, 2009	Board Meeting 11:30am <i>Scientific Sales, Inc.</i>	
January 06, 2010	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speaker: Ted Sherry Manager, National Nuclear Security Administration's Y-12 Site Office
January 20, 2010	Board Meeting 11:30am <i>Scientific Sales, Inc.</i>	

February 03, 2010	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speaker: Nicole Porter General Counsel & Secretary, UT-Battelle
February 17, 2010	Board Meeting 11:30am <i>Scientific Sales, Inc.</i>	
March 03, 2010	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speaker: Saundra Jackson Senior Area Manager, U S Small Business Administration, TN District Office.
March 17, 2010	Board Meeting 11:30am <i>Scientific Sales, Inc.</i>	
March 03, 2010	Membership Meeting 11:30am <i>DoubleTree Hotel</i>	Speaker: TBA



**EAST TENNESSEE CHAPTER BOARD
PROGRAM YEAR 2009-2010
Tax ID No. 91-2008122**

Officers

President	Faye Orick	773-3544	SFayeOrick@yahoo.com
President-Elect	Bill Thornton	241-3581	1tw@y12.doe.gov
Secretary	Kathy McMillan	574-2518	mcmillanke@y12.doe.gov
Treasurer	Laura Davis	220-0051	ldavis@scsconsults.com
Chapter Advisor	Rebecca Crowe	241-6634	rebecca.crowe@orau.org

Committee Chairs

Education Chair	Markesha McCants	576-0999	mccantsm@oro.doe.gov
Education Co-Chair	Tina Richards	285-3015	tmrichards@philotechnics.com
NES Chair	Rebecca Crowe	241-6634	rebecca.crowe@orau.org
NES Chair Co-Chair	Linda Stinnett	574-4472	stinnett@ornl.gov
Scholarships & Community Relations Chair	Rose Weaver	276-9270	weaverrs@wsi-or.net
Scholarships & Community Relations Co-Chair	Tim Melton	482-1065	meltonct@scdm.com
Programs Chair	Beverly Harness	241-0693	HarnessB@oro.doe.gov
Programs Chair	Freda H. Hopper	576-9430	hopperfh@oro.doe.gov
Membership Chair	Jud Kingman	576-0798	kingmanj@oro.doe.gov
Membership Co-Chair	Granda Humphrey	574-2893	Granda.Humphrey@truproject.com
Newsletter Chair	Tracie Rucker	483-1766	tracie@edwardssupply.com
Newsletter Co-Chair	Dawn Palmer	483-1766	dawn@edwardssupply.com
Public Relations Chair & Webmaster	Stephanie Davis	220-4478	daviss@p2s.com
Employment Chair	Al Guidry	241-4161	guidrya@ornl.gov
Social Chair	Vicki Dyer	483-9332	vdyer@scisale.com
Nominations & Elections Chair	Sonny Rogers	576-1434	rogersgvjr@ornl.gov
Volunteer Recruiter	Katherine Bumgardner	482-7440 ext.116	kbumgardner@scgincorp.com
Honors & Awards Chair	Donna Thompson	576-3050	donna.thompson@orise.orau.gov