



The President's Corner.....

The December holiday meeting was informative, festive, and provided insight to Historic Black Universities, and how we can partner with them to perform government contracts.

NCMA is meeting and making plans to assist in bringing more training opportunities to the local area. Stay tuned as details become available.

Please join us at the January membership meeting. I look forward to seeing you on January 2nd.

David Wallace

About the Speaker...

Mr. Joel Pearman is a graduate of the University of Tennessee Law School. He was in private law practice for 18 years before coming to Martin Marietta Procurement. For the last 6 years he has been involved in M&O Procurement Compliance and is currently the Procurement Compliance Manager for the Spallation Neutron Source (SNS) Project. He is the author of two articles on M&O procurement streamlining, one of which was published in the NCMA *Contract Management Magazine*. Join us in welcoming Mr. Joel Pearman.



Treasurer Report.....

As of December 28, 2000 there was \$4,508.34 in checking, \$521.64 checking, \$521.11 in savings, \$100 cash on hand, and \$5,357.76 in CD for a total of \$10,487.74.

Judy Franklin

NCMA MEMBERSHIP MEETING

Where: Garden Plaza Hotel

When: January 3, 2001

Social Hour begins at 11:30 a.m.
Lunch will be served at 11:45 a.m.

Cost: \$11 Members, \$13 Non-Members

Topic: ADR

Speaker: Joel Pearman

Menu: Fresh Tossed Garden Salad with Assorted Dressings, Meat Lasagna, Garlic Bread, Chef's choice of Dessert, Coffee, Iced Tea, & Water

RSVP: Call Vicki Dyer at 483-9332.

NOTE: Please make reservations by 5:00 p.m.
Friday, December 29, 2000

Graalman Report.....

The “Walter R. Graalman Award” is designed to recognize chapter excellence and to provide formal competition between chapters and regions in furthering the objectives of the National Contract Management Association. This award is given each year to each chapter whose performance in carrying out the purpose of NCMA equals or exceeds a preestablished level of excellence.

The Graalman Chair is responsible for providing communications to the Chapter membership on the Graalman Award (its definition and purpose) and instilling an understanding of how this Program can be used as an effective tool in monitoring, measuring and improving Chapter performance. This position also provides a status to the Chapter Membership on the progress made towards accomplishing the Mission of the NCMA National Organization and the Chapter. At the completion of each Chapter year, this position is responsible for the preparation and submittal of the Graalman application with the support and assistance from the Vice President.

What are the performance requirements?

The period of review is each Chapter year which begins July 1 and ends June 30. There are eight (8) performance areas on the application form:

- (1) Education and Training
- (2) Professional Activities
- (3) Publications and Communications
- (4) Participation in Scheduled Chapter, Regional or National Activities
- (5) Financial Reporting
- (6) Membership Data
- (7) Planning and Organization
- (8) Other

How can you help?

Your help is needed to assist the Graalman Chair make certain that your local NCMA Chapter maximizes all award opportunities. Please consider the following questions:

Are you engaged or know of a member that is engaged in the teaching of contract management-related studies for a college or university or actively engaged as an advisor in areas of contract management to universities or colleges? Do you or are you aware of other members who may be providing any other noteworthy support to encourage universities or people in contract management to continue education? If yes, to any of the above questions or if you feel that there may be contributions in other areas that may assist with the Graalman Award please notify Christine Bond at cond.@tn.tna-inc.com.

Thank you for your support!

Christine Bond

Winter Driving Tips.....

- C Test Brakes, battery, exhaust system; add anti-freeze, winter-weight oil.
- C Install snow tires on drive wheels.
- C Carry sand, salt, shovel, chains, snow-scraper, blanket, booster cables, and flashlight.
- C If you skid, do not brake-take your foot off the accelerator and turn your car in the direction that you want the front wheels to go.
- C If you get stuck, pour sand, salt, or gravel around the drive wheels to give them something to grab onto.
- C Use low gears when traveling on slick surfaces (especially hills) to give added traction.
- C If weather and visibility are truly hazardous, stay home!

Timely Topics.....

Cut Stress This Holiday Season By Understanding How Your Brain Works

The left and right sides of your brain perform different functions and contribute to stress in different ways. Stress can be relieved by understanding which brain hemisphere is stressed and doing something to relieve that stress.

If you feel depressed or emotionally over wrought, your stress is in the right hemisphere, the creative, emotional, holistic side. To relieve this stress, switch to the matter-of-fact left hemisphere by doing math, writhing factual prose or organizing something. The emotional right brain will calm down.

If you feel time-stressed and overburdened by specific things you need to accomplish, the factual, logical, left hemisphere is stressed. Switch to your emotional right brain by singing, doing something entertaining, or playing a sport. This will allow your left brain to calm down.

“Wellspring Seminars”

Submitted by David Wallace

Upcoming Events.....

2001 Program Schedule	
January 3, 2001	<i>Membership Meeting, 11:30 a.m. Garden Plaza</i>
January 16, 2001	<i>Board Meeting, 12:00 p.m. at the office of CDM Federal Programs</i>
February 7, 2001	<i>Membership Meeting, 11:30 p.m. Garden Plaza</i>
February 20, 2001	<i>Board Meeting, 12:00 a.m. at the office of CDM Federal Programs</i>
March 7, 2001	<i>Membership Meeting, 11:30 p.m. Garden Plaza</i>
March 20, 2001	<i>Board Meeting, 12:00 p.m. at the office of CDM Federal Programs</i>
April	<i>NES</i>
April 17, 2001	<i>Board Meeting 12:00 p.m. at the office of CDM Federal Programs</i>
May 2, 2001	<i>Membership Meeting, 11:30 a.m. Garden Plaza</i>
May 15, 2001	<i>Board Meeting, 12:00 p.m. at the office of CDM Federal Programs</i>
June 6, 2001	<i>Membership Meeting, 11:30 a.m. Garden Plaza</i>