



DELAWARE CONNECTIONS

DELAWARE PUBLIC PURCHASING ASSOCIATION, INC.



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PROCUREMENT NEWSLETTER FOR THE FIRST STATE

NIGP CHAPTER #77

“A Word From The President”

Kimberly Cuffee, DSHS State Police



Dear DPPA Members,

In honor of Procurement Month the chapter was able to arrange to hold its first quarter meeting at the historical **Delaware Legislative Hall**, in the second floor Senate Meeting room. During the meeting, we were able to recognize our four newest members and get to know all the guests in attendance. Thank you to the staff of Legislative Hall for all your help in making this possible and providing us with a private tour of the building. Finally, a very special thank you to our Educational Speaker, Ms. Sara Poore, Legislative Assistant for taking the time out of her busy schedule to provide information on how bills and laws are created and the process of amending current laws. We all found this session very informative.

In February, Ruthena Milbourne represented Delaware by attending the Leadership Summit in St. Louis. Everyone who has attended the NIGP Leadership Summits returns with increased passion, solutions to chapter issues, and a wealth of knowledge in leadership. Thank you Ruthena for taking the time to attend. Since attending the Leadership Summit, Ruthena has accepted the position of Second Vice President.

This year, DPPA received proclamations from the Governor's Office, the City of Dover, the City of Wilmington, and the Town of Bethany Beach. Please take the time to read them because they recognize all the hard work and dedication you and the chapter do each and every day.

Finally to our new members, we are so honored you joined and I strongly suggest you get involved in the chapter as much as possible. We all bring different skills, talents, and ideas to the chapter and your involvement will make the association even better!

Respectfully,

Kim

2023 Chapter Sponsors



Thank You, Sponsors!

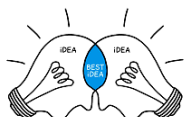
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GOT AN IDEA ?

**Educational Topics, Community Service Events,
Meeting Locations.....**



We want to hear from you!

NIGP
Official Chapter



Chapter Education

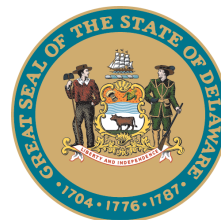
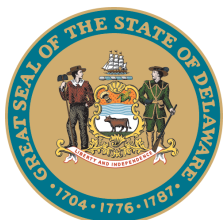
Ms. Sara Poore
Legislative Assistant



There are rules governing procurement in the State of Delaware that are set in place by a complicated process. As we all know, *Delaware Code, Title 29, Chapter 69* was created to provide a more efficient procurement process for Delaware. Although most of us abide by this code, we often forget how these rules and regulations were created. In comes Sara Poore, Legislative Assistant, for the Delaware State Senate to provide us with some insight. In her position, she assists Legislators by providing support services and public relations. Her Ability to research and analyze relevant constituent issues, track legislation, and prepare member briefings and materials made her the perfect person to instruct this quarter's Educational Session.

There are many steps in making bills into law. First, the bill is introduced by the reading on the chamber floor, assigned to a committee, placed on an agenda, and then discussed. A vote is taken and it is either passed, defeated, or delayed. If passed, it is sent to the other chamber, and if all agree it is presented to the Governor for signature.

After going through the process of law-making and constructing Senate bills, Sara went over one of her current projects she is currently working on which involves combatting Human Trafficking in Delaware. We were provided a copy of the actual Human Trafficking bill and were able to review and ask questions from the document that was in the process of being implemented. Because the session was so interesting everyone had questions and before we realized it the session was over and no one had the time to take notes. On the next page (pg. 3) there is a detailed flowchart on the extensive legislative process of how a bill becomes a law.

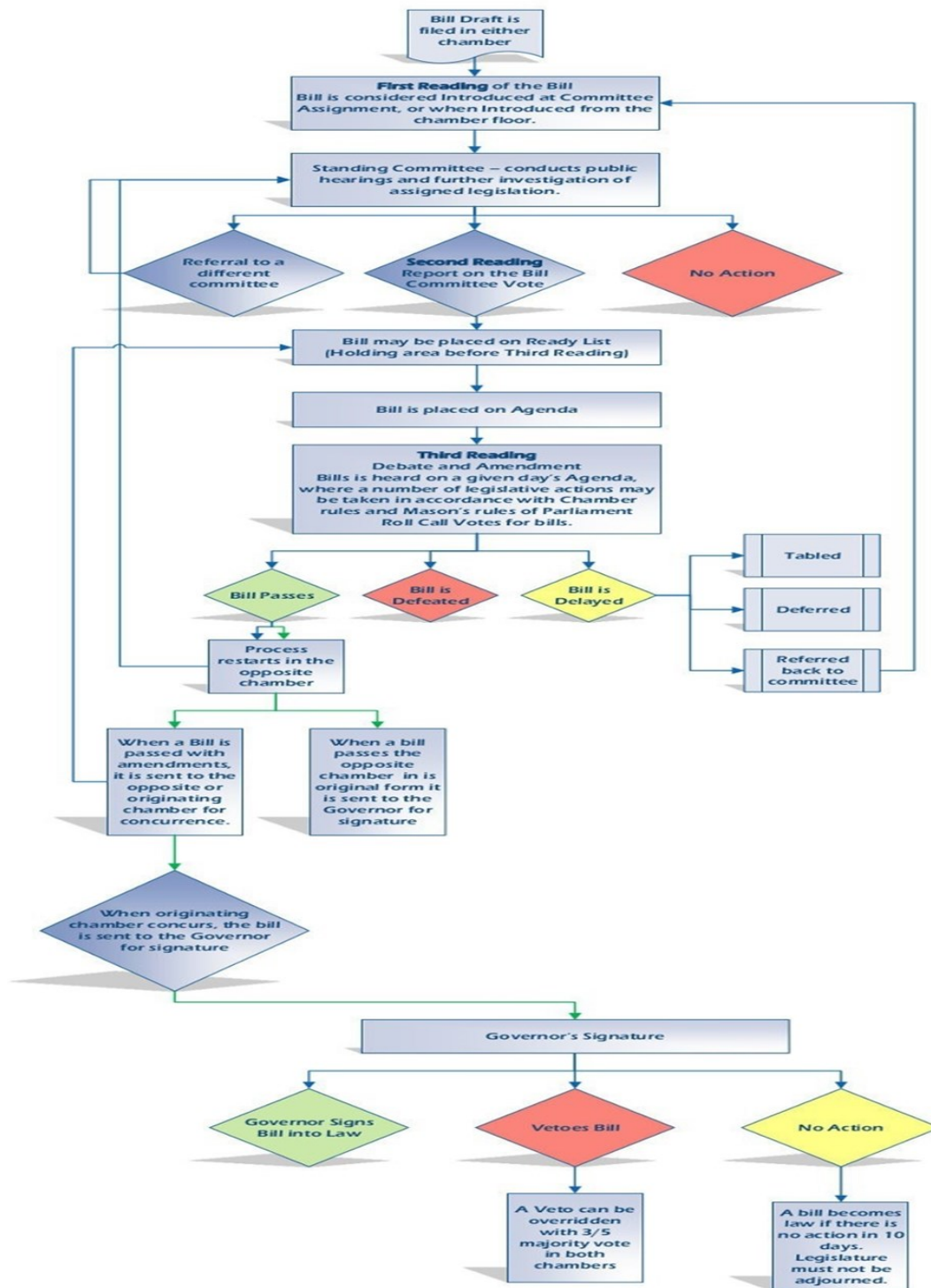


Thank you, Sara for taking the time out of your busy schedule to provide education to DPPA chapter members on this important and complicated process.



Delaware Legislative Process

How a Bill Becomes Law



Chapter News & Updates



2023 Delaware Legislative Chapter Meeting

Thursday, April 23, 2023



Chapter News & Updates

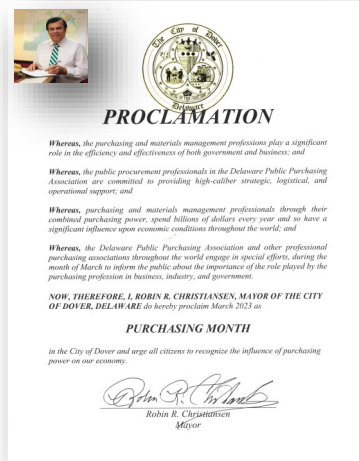
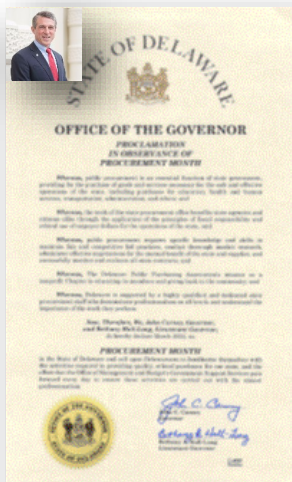
In Honor of Procurement Month



When we celebrate Procurement Month, we acknowledge an elite group of professionals that have made a difference in governmental efficiency and effectiveness. This month provides the opportunity to help educate elected officials, administrators, taxpayers and vendors about the procurement process and the admirable work you perform every day.” - NIGP

In honor of Procurement Month, the Chapter received Proclamations from Governor John Carney (*State of Delaware*), Mayor Robin Christiansen (*City of Dover*), Mayor Michael Purzycki (*City of Wilmington*), and Mayor Rosemary Hardiman (*Town of Bethany Beach*).

All four proclamations recognized the value and resources the Delaware Public Purchasing Association provides for the state procurement community. Below are the proclamations presented to the Chapter.



Membership

DPPA MEMBERSHIP... ON THE RISE !

Submitted by Barry Wolfgang, Membership Chair

This year has started off great with an increase in membership. DPPA would like to take the time to officially welcome the following new members into the DPPA family as of the First Quarter of 2023. We are so honored to have you as a part of the DPPA family. During our first Chapter Meeting at Legislative Hall, four out of our eight new members attended and received their official certificates and membership packets. We are honored to have you as a part of the DPPA Family.



Lacey Hutchison



Felicia Pearson



Nicole Park



Xavia Mills



more than a membership
IT'S A PARTNERSHIP

Upcoming Events



2023 NIGP National Forum

August 19 to 23, 2023

Louisville, Kentucky



What is the NIGP Forum???

The NIGP Forum is the largest North American conference exclusively for public procurement. The Forum is NIGP's showcase educational event, providing an ideal environment for networking with colleagues and suppliers, attending educational workshops led by subject matter experts in the field, and being motivated and inspired by professional speakers during general sessions.

Attendees can visit with over 200 suppliers during the products exposition, which provides the opportunity for one-on-one interaction and networking with suppliers and receive real hands-on experience with the latest and greatest products and services available to the government during dedicated expo hours.

More than 70 specialized educational workshops and formal networking opportunities will be available to help you improve your skills, learn best practices, or provide a platform where you can gain support from colleagues on issues you face every day. The NIGP Forum is exclusive to the public procurement profession so you can be assured that educational sessions will relate specifically to public procurement issues. Any and all professionals from all facets of the government will highly benefit from attending this event.

For more information and to register for this event, please visit www.nigp.org



2023 Area II Conference



Join your procurement colleagues from Maryland, Pennsylvania, Washington DC and Virginia at the 2023 Area II Conference & Tradeshow hosted by MPPA.

The Grand Hotel ~ Ocean City, Maryland
Wednesday, September 27 to Friday, September 29, 2023

For more information, please visit www.mppainc.org

And Finally.....



Spring Cleaning:

5 Tips for Organizing Your Office

- ⇒ **Get Rid of Old Papers:** Chances are many of those papers piled high on your desk aren't of any value to you. As you begin to sort through your stack of papers, begin asking yourself: Do I need this? Why? Where will I look for it when I need it? Then, create a filing system that best fits your needs.
- ⇒ **Separate Business and Pleasure:** Regardless of where you do the bulk of your work, it's important to keep distractions at bay. Keep a home office free of distraction by having a designated mail location away from your office space, and encouraging family members to keep the area free of toys, tech gadgets, and anything else that might invite lost time and inefficiency to sneak into your day. For office employees, cell phones and smart phones can be a big productivity-killer. Keep your phone in a designated location, and check it during breaks – instead of every time you hear the text message chime.
- ⇒ **Keep Supplies and Often-Used Items Separate:** Daily-use items that you'll likely need throughout the course of a day, like your laptop, pens, planner, and Post-It Notes, all deserve a spot on your desk. Other items, such as tape, stapler, paper clips, and envelopes, should be neatly stored inside your desk. This keeps less-frequently-used items from taking up valuable desk real estate, but ensures that they are easily accessible.
- ⇒ **Organize Your Computer:** When your favorite desktop background starts getting obscured with icons, it's time to de-clutter your virtual desktop. File away documents that you'll need again and send everything else off to the virtual recycle bin.
- ⇒ **Slow Down:** One of the biggest pitfalls to organization is finding the time. Invest the time to properly organize your space so files, supplies, and other items are in an intuitive, easy-to-find place. Once you've established a system that works for you, stick to it!



Are you a member of NIGP ??

Membership Benefits

- ◆ Tools to support your day to day activities.
- ◆ Online document library containing thousands of RFP's
- ◆ Member discounts on all educational programs and classes
- ◆ Various procurement resources
- ◆ 18 free webinars on relevant, real world trending procurement topics
- ◆ Study tools to help you prepare for your certification or recertification's
- ◆ Free subscriptions to the Go Pro and N Forum
- ◆ Discounts to attend NIGP National Forums



2023 Officers & Committee Members

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Kimberly Cuffee

First Vice President

Clifton Crawford

Second Vice President

Ruthena Milbourne

Financial Treasurer

Deborah Dennis

Recording Secretary

Kimberly Jones

Membership Committee Chairperson

Barry Wolfgang

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