



THE CUTTING EDGE

Sharpening Your Management Skills through KSCPM

On the WWW @:
gsc.ky.gov/kscpm/home

December, 2003
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Inside this Issue

- 1 President's Podium
- 2 Society 2004 Elections
- KSCPM Website Facelift
- CPM Graduation
- 3 2003 Outstanding Projects
- Committee Participants Needed
- Board of Director's Meeting
- 5 Fall Seminar
- AACPM 2004 Conference
- GSC/KSCPM Survey
- Treasurer's Report
- 6 Which Bricklayer Are You?
- Book Review: [The 48 Laws of Power](#)
- National CPM Consortium
- AACPM & Amazon.com
- 7 2004 Proposed Budget
- 8 KSCPM Committee Information

**Happy
And
Safe
Holiday
Wishes**

**From
the
Executive
Committee
of
the
Kentucky
Society
of
Certified
Public
Managers**



President's Podium

This year went by quickly and although everyone was very busy with work (or retirement!), the Society was able to accomplish a lot – due to the dedication of the board and committee members.

On the home front, the newsletter improved and the programs were excellent. There were generally about 50 people at each of the luncheons and the seminar. Speakers included Crit Luallen, Governor Martha Layne Collins, Dr. Betty Griffin, Representative Jim Wayne, Kenny Davis, and Jill LeMaster. For the first time, the seminar also featured informational booths.

Organizational development work included clarification of the process for Askew award selection and the development of draft position descriptions for Society officers and board members. Advocacy work for the CPM program and for leadership in general included activation of the Gene W. Childress Award for Leadership Excellence, preparation of a professional survey for both KSCPM and the CPM program, and clarification of the use of CMF and CPM in evaluations by Personnel.

Meanwhile, we gained new members and kept up with proposed legislative changes impacting leadership and KSCPM members.



December, 2003

Kentucky's Society continues to provide active participation at the national level. In addition to Larry Totten's presidency of AACPM, we had full delegate attendance at the annual meeting and Robinil Jameson was elected to AACPM House of Delegates Board Member At-Large.

KSCPM preparations for the 2006 AACPM Conference in Kentucky proceed well. We set aside \$2,000 in a CD account as seed money for the conference and scheduled the Galt House in Louisville.

Wow; No wonder it seemed like such an active year! What a group!

We have elected new officers, and I look forward to working with them. Just as I did, they will need your help. It's a great time to get involved with KSCPM. See <http://gsc.ky.gov/kscpm/home.htm> for help getting involved.

Pamla Wood, CPM
President, KSCPM

"Even though you're on the right track - you'll get run over if you just sit there."

--Will Rogers--

Society 2004 Elections

Under the supervision of JoJuana Leavell-Greene, Election Chair, a vote for acceptance of the 2004 Slate of Officers was conducted at the annual awards luncheon on December 3rd.

Elected Officers for 2004 will be:

- President- Glenn Thomas
- President Elect – Lorraine Moore
- Secretary – Jennifer Turner
- Treasurer – Jane Sampson

KSCPM Website Receives Facelift

Have you been to the KSCPM website recently? If not, then you haven't seen its incredible new look! The Society owes a debt of gratitude to **Lorraine Moore** and **Connie Bolin** for all their hard work on the update.

The new look makes it much easier to find exactly what you are looking for be it benefits of membership, upcoming events, or Officer/Committee member contact information. More information will be added over time and members will be advised of these updates in future issues of *The Cutting Edge*.

Tell every CPM graduate you know to check us out at <http://gsc.ky.gov/kscpm/home.htm>

(This is a new web address for us so be sure to update your 'favorites'.)



Sharon Marcum, Executive Director of GSC, shares a moment with Governor Paul E. Patton and Gene Childress during the Graduation event.

CPM Graduation November 6, 2003

CPM and CMF graduates received a surprise on November 6th while they waited to hear their name called to receive their certificate. Governor Paul E. Patton stopped by the Civic Center to offer remarks and wish each of them a hearty congratulation for completing their respective

THE CUTTING EDGE

segments of the Certified Public Manager Program.

Gene Childress, former Executive Director of GSC, was the guest speaker for the event. He gave a very dynamic speech calling on every graduate to do their utmost to bring credibility to themselves as they represent CPM's in the Commonwealth and nationwide on the job each and every day.

Enrollment in the CPM program continues to grow. At this ceremony, 56 individuals graduated from the Kentucky Certified Public Manager program while 455 more individuals were recognized for completing Phase I, the Certificate of Management Fundamentals.

Pamla Wood, KSCPM President, was on hand to recognize individuals who had submitted exceptional project reports as part of their program requirements. There were nine recipients of this award for excellent work. The KSCPM award committee has also reviewed these projects to select the Kentucky Askew Award winner to be recognized at the AACPM Symposium in Kansas in June 2004. The winner will be announced locally in a future issue of *The Cutting Edge*.

The Society was also present in the lobby of the Civic Center with a table set up to distribute information to the graduates. Several new members were signed up on the spot.

Read more about the graduation and see photos of the graduates sorted by Cabinet at:

- gsc.state.ky.us/03cpmgraduates
- and
- gsc.state.ky.us/03cmfgraduates

**Outstanding Project Awardees
2003**

Eugene Attkisson
Carmen Bishop
Connie Burton
Jeff Jasper
Rhonda Lucas
Donnie Miracle, Jr.
Glenn Thomas
Gleason Wheatley
Ronald Wolfe

"It is not enough that we do our best;
sometimes we have to do what is
required"

-- Winston Churchill--

**Committee Participants
Needed**

Is one of your New Year's resolutions going to be to take a more active role in the Society? If so, why wait until January? We are currently recruiting members interesting in working on any Society committees. Please take a minute and contact an existing committee member or 2003/2004 elected official and offer some of your time and energy to help make our Society a stronger voice for Certified Public Managers in the Commonwealth.



Board of Director's Meeting

Wednesday, October 22, 2003
Local Government, Frankfort

Attending

Pamla Wood, Robinil Jameson, Helen Koger, Jeanne Olivas, Janice Earnest,

Carolyn Schaefer, Glenn Thomas, Pat Bryan, Jane Sampson, Larry Totten, JoJuana Leavell-Green, Lorraine Moore, Jennifer Turner, Doug Price, Sherman Bowman

Administrative

President Pamla Wood called the meeting to order. Minutes were circulated from the July 23 meeting. There were no corrections to the minutes. Jeanne Olivas moved to accept the minutes. The motion was seconded by Robinil Jameson.

A sign-in sheet was circulated. Board member and Past-President, James R. Brown was unable to attend due to a teaching assignment. Tony Smith, Legislative Committee, reported in via speaker-phone. Lorraine Moore, Jennifer Turner, Sherman Bowman and Doug Price were guests.

Committee Reports:

Robinil Jameson gave the **Financial Report:**

We have two new members and a balance of \$5700 in the bank. The cost for each attendee at the September Seminar was \$30. There were 67 paid attendees. The Speaker's Assessment summary was circulated. Jeanne Olivas reported she heard several positive comments about the Seminar at GSC.

Pat Bryan gave the **Membership Report:**

There are 96 paid members. Pat has inventoried the shirts, coasters and other property our Society owns. Janice mentioned that she has 10 crystal cups (value \$1.00 each) she plans to use at the December Election meeting.

Carolyn Schaefer gave the **Awards Report** for J. R. Brown: The deadline for the Childress award is October 25. The winner for the Askew award has been determined but not notified.

In order to establish an annual procedure for awards, it was determined that the project winners will be recognized at the CPM graduation and the Childress award would be mentioned, but actually awarded at the December election meeting each year. As for the Askew award, the winner will be announced during the first meeting of the new year. The medallion will be presented at the AACPM Conference. If the recipient is not attending the conference, the medallion will be presented to the winner at the state's December election meeting.

Tony Smith, **Legislative Committee**, gave his report via speaker-phone. Points being considered are employee benefits, state insurance and the Retirement System. Senate Bill 205 has been reactivated but not re-filed yet. Tony will keep us posted.

Pat Bryan attended KERS Board meeting this morning. KERS made recommendations that were not as drastic as those listed in SB 205, as proposed by Sen. Albert Robinson, but there will be changes. KERS will attend the Legislative Committee meeting to propose changes to the KERS system. SB 205 proposed changing the retirement factor to 1.75 from 2.0 – 2.2. KERS will recommend a factor of 2.0. Other major change is in how health benefits will be paid for retirees. Presently if you are under 65 with 20 years of service it is the same as a full time employee. KERS is proposing to change it to a



\$10 credit for each year of service to be applied to the monthly benefit cost of health insurance. (If you have 30 years service X \$10 you would receive \$300 credit toward your health benefits.) It is also, proposed that Health benefits have a cost of living adjustment. Pat Bryan attended Coalition meetings where these proposed changes were discussed and the Coalition has been represented at the KERS Board Meetings and Legislative Committee meetings where these proposed changes were discussed. Employee and retiree concerns were related at those meetings and taken into consideration by the Board and Legislative Committee.

Larry Totten, AACPM President reported on the 2003 **AACPM Conference** in Charleston. The Academy made \$7200 in profit. They charged locals less than attendees from other states. There was also a cost for the keynote speaker this year. Tuesday night's reception ran short on food. Their registration brochures were very good. A proposal will be brought before the AACPM Board to change the split on profits to 50/50 between the Academy and the local Host Society as opposed to the 75/25 split that now exists. The Academy paid \$12,000 to Arizona to cover the loss for the 2001 Conference.

Another issue under consideration is having the conference at a Government Center instead of a Resort. The 2004 Conference will be held at Topeka, Kansas, which is located one hour's drive from the airport in Kansas City. It will be less expensive but inconvenient.

It was stated that South Carolina had high-quality printed materials and it was suggested that we meet

that quality when printing our literature for the 2006 Conference. Pamla Wood recommends that for the 2006 Conference, we should use recycled paper.

Finance Committee Chair, Jane Sampson is working on a draft budget for 2004 and will present it to the Board at the next meeting.

Lorraine Moore withdrew her name from the President candidate's list. She is interested in running for President-elect.

Janice Earnest and Carolyn Schaefer volunteered to serve as Program Committee Chair and Assistant Program Committee Chair, if needed in 2004. Helen Koger volunteered to serve on the Election Committee, if needed. Jack Bates is interested in serving on the Board.

JoJuana Green reported on the **Election Committee**. Jack Bates, Helen Koger and JuJuana Green polled each KSCPM member by phone or e-mail and asked if they were interested in being a candidate for the office of President, President-elect, Treasurer, or Secretary.

The current candidates will be asked to send a small bio to JoJuana Green. As in the past, nominations will be accepted from the floor at the Election meeting. Members will be presented a slate of officers in advance of the meeting.

Other Business

Sharon Marcum, Executive Director of GSC will be retiring in December. A reception will be held in her honor at Berry Hill Mansion in Frankfort on November 24 at 2 p.m. Sharon will also be honored at the December 3 meeting.

THE CUTTING EDGE

A survey is being prepared by GSC with KSCPM input and will be given to members as soon as completed and approved. Jeanne Olivas said the survey would not ask for demographics, just request information that we intended to use. Glenn Thomas will meet with Pam Wood and Jeanne Olivas to review the first draft of the survey.

Beginning next year, GSC will change the CPM program. Assignments, homework, and pre-work will be required. The new concept is to 'practice what you learn'.

The Annual (Election) meeting will be December 3, 11:30 at Berry Hill Mansion in Frankfort. Family Affair will cater the meal. All members are invited.

Pamla Wood said that the subject of Coalition membership was on the agenda for the December meeting, but that she wanted to be sure the discussion was well-structured. She will discuss it with Tony Smith and Pat Bryan, who have the most experience with the Coalition.

There was discussion about potential bylaw changes. One idea is to simplify the process for bestowing honorary memberships. Another is to authorize some type of electronic decision making. Pam Wood and Larry Totten agreed to decide whether these changes should be proposed this year or not.

Submitted by:
Helen Koger, CPM
KSCPM Secretary

"When employees no longer believe that their manager listens to them, they will start looking for someone who will."

-- Anon--

Fall Seminar



Governor Martha Lane Collins poses with AACPM President Larry Totten and KSCPM President Pamla Wood at the Fall Professional Development Seminar

More than two-thirds of the Society membership attended an all day session held at the Kentucky History Center in September.

Attendee survey responses were favorable for all four of our guest speakers with such comments as: 'Very useful information', 'Good rapport with audience', 'Truly enjoyable', 'Did better job than expected'. More than one overall comment said that it was by far the best seminar to date. Did you attend?

If you didn't, you missed out on hearing how Governor Martha Lane Collins said sometime you have to go with your gut instincts. She shared that her idea to put sparklers atop baked Alaska served to Japanese visitors might have been the turning point for bringing Toyota to Kentucky. You also missed the chance to see 'UofL' play 'UK' in the 'Ethics game'.

More importantly, you missed out on useful management advice from some very well rounded and experienced individuals. You even missed a laugh or two over such humorous management tips as, 'Never fight with the alligators until you cross the river.'

For the first time, we also had informational booths set up from participants as diverse as KYCARES to CCU. We hope to continue to expand participation next year and provide members with even more reason to attend. If you know of an agency, public or private, that might be interested in attending or have a suggestion for one you'd like to see next year, please get in touch with either Janice Earnest or Carolyn Schaefer of the Program Committee.

AACPM 2004 Conference

Mark your calendar now for the 2004 AACPM conference to be held June 20 – 24 in Topeka, Kansas.

The conference theme will be "Follow the Rainbow to Your Future". For more information, go to www.cpmacademy.org/Conf2004

"Honesty is the first chapter of the book of wisdom."

-- Thomas Jefferson --

GSC/KSCPM Survey

In the near future, all Society members will be receiving a survey jointly prepared by GSC and KSCPM asking for your **honest** input about the CPM program and the Society, and how they've helped you personally and professionally.

The survey covers a broad range of questions related to the value, quality, and usefulness of training subjects, the program at large and your involvement in the Society.

Your input matters! Please respond quickly so results can be compiled, reviewed and released in a timely manner.



**TREASURER'S REPORT:
CASH ON HAND
October 22, 2003**

Beg. Cash Bal.	
- 07/23/2003	\$2,028.84
CD (AACPM Seed Money)	2,000.00
Receipts:	
Dues	80.00
Summer Lunch	328.00
Sale Mdse	22.00
CD Interest	16.45
Fall Seminar	<u>5,775.00</u>
Total	<u>6,221.45</u>
Total Receipts	\$10,502.61
Expenses:	
Postage	\$ 15.46
Seminar	1,923.96
Barrel Bags	198.80
Summer Lunch	<u>370.00</u>
Total Expenses	<u>\$2,508.22</u>
Ending Balance	
7/23/2003	<u>\$7,742.07</u>

Submitted by
Robinil Jameson, CPM,
Treas., KSCPM

"The law of harvest is to reap more than you sow. Sow an act, and you reap a habit; sow a habit, and you reap a character; sow a character and you reap a destiny"

- G.D. Boardman

Which Bricklayer Are You?

Charles M. Schwab is credited with the following story...

Three men were laying brick. The first was asked, "What are you doing?"

He answered, "Laying some brick."

The second man was asked, "What are you working for?"

He answered, "Five dollars a day."

The third man was asked, "What are you doing?"

He answered, "I am helping to build a great Cathedral."

Which bricklayer are you?

Do you sometime lose sight of the bigger picture when the phone is ringing, someone's waiting to see you with a personnel problem, and you just opened an email from your boss giving you another 'opportunity'?

It can be difficult to keep the right perspective all of the time but remember that your employees react to how you react. If you are only working for 'five dollars a day', how successful do you think you are at motivating them to do the best job they are capable of?

Don't just lay bricks ... work to build a great cathedral called 'Effective State Government'. It cannot be done all at once. It can only be done one brick at a time!

"Plant the seeds of expectation in your mind; cultivate thoughts that anticipate achievement. Believe in yourself as being capable of overcoming all obstacles and weaknesses."

--Dr. Norman Vincent Peale--

Book Review

The 48 Laws of Power

With the abundance of management and leadership books with numerals in their title (*One Minute Manager*, *7 Habits of Highly Effective People*, *The Fifth Discipline*, etc.) at first glance this book might appear to be another 'required reading' for the conscientious manager. However, a look at some of the listed 'laws' quickly gives the idea that this book is more suited to conquering medieval Kings than modern public servants.

As an example, the comment for Law 15, 'Crush Your Enemy Totally', is stated as:

"All great leaders since Moses have known that a feared enemy must be crushed completely. (Sometimes they have learned this the hard way.) If one ember is left alight, no matter how dimly it smolders, a fire will eventually break out. More is lost through stopping halfway than through total annihilation: The enemy will recover, and will seek revenge. Crush him, not only in body but in spirit."

Other 'laws' are equally revealing: Conceal Your Intentions; Court Attention at all Costs; Pose as a Friend, Work as a Spy; and Keep Your Hands Clean.

This is more "Who Slaughtered the Rat?" than "Who Moved My Cheese?"

The authors, Robert Greene and Joost Elffers, have compiled research from more than three thousand years to bring quotes and facts from such historical figures as Machiavelli, Sun-tzu, Genghis Khan, and Louis XIV.

THE CUTTING EDGE

While this book may be entertaining in its amoral approach to power and those that wield it, it does offer some interesting nuggets of historical knowledge. I would, however, not suggest it as a reference manual for good management/employee relations or suggest its 'laws' as a guide to getting ahead in the workplace.

National CPM Consortium

The purpose of the Consortium is "to promote CPM programs by providing and monitoring accreditation standards, facilitating program development, encouraging innovation and developing linkages with programs and organizations with similar concerns."

Learn more about the role of the Consortium at:

www.cpmconsortium.org/

AACPM & Amazon.com

It's not too late to do your Holiday shopping online! As a reminder, by using the link from the AACPM's home page, you are helping them earn a 5% referral fee on everything you buy from Amazon.

Go to the Academy's home page, www.cpmacademy.org, scroll down to the bottom, click on the Amazon.com link, and start crossing things off your holiday shopping list!

Recycle

If you enjoyed this newsletter, please share it with a CMF/CPM graduate you may know that is not a KSCPM member. If you did not enjoy it, please share why you didn't with me! glenn.thomas@ky.gov

Kentucky Society for Certified Public Managers

2004 Operating Budget

Beginning Balance January 1			\$5,500
Projected Receipts:			
Membership Dues	4,000		
Annual Seminar	5,600		
Spring Luncheon	500		
Summer Luncheon	400		
Merchandise Sales	100		
Total Projected Receipts			<u>10,600</u>
Balance Available			16,100
Projected Expenditures:			
<u>AACPM</u>			
Conference Expenses	1,500		
Member Dues	1,500		
Annual State Assessment Fee	100		
<i>Sub-total</i>		3,100	
Annual Seminar	3,000		
Spring Luncheon	500		
Summer Luncheon	400		
Board Meeting Expenses	300		
Awards	100		
Printing	700		
Postal Box/Postage	100		
Gifts	100		
Miscellaneous	200		
<i>Sub-total</i>		<u>5,400</u>	
Total Projected Expenditures			<u>8,500</u>
Ending Balance December 31			<u><u>\$7,600</u></u>



KSCPM Committee Information - Year 2003

KSCPM Executive Committee			
Pamla Wood	President	Pamla.Wood@mail.state.ky.us	502-564-3410
	President-Elect		
Robinil Jameson	Treasurer	Robinil.Jameson@mail.state.ky.us	502-573-2382
Helen Koger	Secretary	hkoger@docjt.jus.state.ky.us	859-622-3801
J.R. Brown	Immediate Past President	jbrown@docjt.jus.state.ky.us	502-564-6927
Jeanne Olivas	G.S.C. Liaison	Jeanne.Olivas@mail.state.ky.us	502-564-8170
JoJuana Leavell-Green	Elections	JoJuana.Leavell-greene@mail.state.ky.us	502-564-5620
Pat Bryan	Membership	patriciabryan@peoplepc.com	502-875-1617
Janice Earnest Carolyn Schaefer	Programs.	jeanest@docjt.jus.state.ky.us cschaefer@docjt.jus.state.ky.us	859-622-8062 859-622-2302
Glenn Thomas	Publicity	Glenn.Thomas@ky.gov	502-564-1404
Jane Sampson	Finance	Jane.Sampson@kdla.net	502-564-8300
Larry Totten	President, AACPM	Larry.Totten@mail.state.ky.us	270-343-2426
<i>Special Appointed Committees</i>			
J.R. Brown	Awards	jbrown@docjt.jus.state.ky.us	502-564-6927
Tony Smith	Legislative	TonySmith@mail.kytc.state.ky.us	502-564-6927
Connie Bolin	Web Site	Connie.Bolin@mail.state.ky.us	502-564-7455
Pamla Wood	Historian & Archivist	Pamla.Wood@mail.state.ky.us	502-564-3410
KSCPM	Web Page	gsc.ky.gov/kscpm/home	PO Box 42 Frankfort, KY 40602-0042
AACPM	Web Page	www.cpmacademy.org	

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