



# THE CUTTING EDGE

## Sharpening Your Management Skills through KSCPM

www.KSCPM.org

June, 2008  
Volume 8, Issue 2

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### KENTUCKY SOCIETY CERTIFIED PUBLIC MANAGERS

#### KSCPM SUMMER LUNCHEON

*Colonel Steve Parker  
Deputy Commissioner  
Department of Aviation  
KY Transportation  
Cabinet*

*Thursday, July 10, 2008*

#### DEPARTMENT OF CRIMINAL JUSTICE TRAINING, EKU

*RICHMOND, KY*

### President's Podium

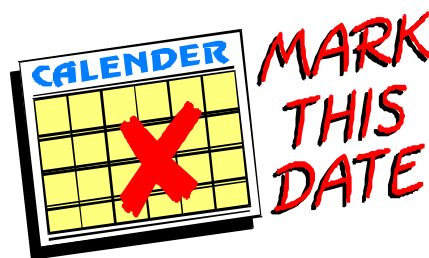


### Changes and Challenges

First, OUTSTANDING JOB, KSCPM! I am overwhelmed with the success of this year's seminar and applaud you for a job well done! As outlined in my first article about upcoming challenges that we face as a progressive organization, the first hurdle has been cleared. This success was due to the new energy and dedication to task of our members, and especially the board members who put in countless extra hours to ensure that success. Special thanks goes to Jennifer Woods and the program committee for a great agenda of speakers.

This year we were able to provide important training information to state employees, and at the same time, market KSCPM as an important host for continued management training to this new administration. It is encouraging to see so many attendees from numerous agencies, thus providing additional peer interaction and conversation. Such participation is vital to the improvement and stability of government programs through well trained and informed managers.

Time is moving quickly, and we must now turn our attention to the upcoming national conference in



Columbus in September. Please take a few moments to update your personal calendars with the events listed on the KSCPM calendar. We must select our delegates at the July luncheon, submit our Henning and Askew nominees to AACPM, and prepare to represent our Society not only in numbers, but also in spirited support of our two members who are running for national office: Carmen Bishop for treasurer, and Glenn Thomas for member-at-large. Please check the AACPM website often to get the latest information on the conference.

I also encourage you to invite all CPM candidates and graduates who are not members but attended the seminar to join this organization that is designed for them. My thanks to all of you for your continued support for KSCPM.

Tony B. Smith, CPM  
KSCPM President



President Tony Smith welcomed the group and talked about the Kentucky Society for Certified Public Managers. He was encouraging non-members to join the group and to participate in the American Academy of Certified Public Managers. Tony also announced that he would be retiring the end of May, but would remain with the society.

Dr. Sissy Meredith, Executive Director of the Governmental Services Center was the first speaker of the day. She talked to the group about change. She mentioned that change has a human side, and organizations will need to keep a balance between the structural side of change and the human dynamics of transition. Dr. Meredith said, "To decide where to drive your organization before you have the right people is absolutely the wrong approach." When the right people are ready, the question is what needs to change. So all of us should anticipate change and be ready for it.

Amanda Basham and Elyse Christian, Department of Criminal Justice Training, presented a workshop on Emotional Intelligence. Each participant received their very own booklet on *Kermit's View of Emotional Intelligence*. The workshop reviewed the five parts of emotional intelligence and how we will recognize each part. Amanda and Elyse had video clips to help the participants see and understand self awareness, self management, social awareness, organizational awareness, and relationship management.

Representative Derrick W. Graham, Kentucky House of Representative, District 57, took a break in his teaching job to discuss the impact of the 2009-2010 Budget. He explained the process of the budget making in this past



Rep. Derrick Graham & KSCPM President Tony Smith

### KSCPM Seminar

The KSCPM "Making a Difference in a Changing Workforce" Seminar was held on May 14, at the Thomas D. Clark Center for Kentucky History in Frankfort. The participants in the day long seminar were from across the state. During the registration period people visited with the Kentucky Retirement System, Libraries and Archives, State Parks, Kentucky Employee Assistance Program, the KY Employee Mediation Program, as well as representatives of the Employee Suggestion Program. Each of these groups were on hand to answer questions and provide information on their programs.

session of the Kentucky Legislature. He discussed some of the contention between the two houses and how it affected the final budget approved by the legislature. He shared his concerns on how this budget will change the Franklin County education budget for the coming school year. Representative Graham opened the session to answer questions from the group.

“Decision Making in a Hurry” was the topic that Shawn Herron, Staff Attorney for the Department of Criminal Justice Training, former staff assistant to the Jefferson County Sheriff, and Assistant Director of Law for the City of Louisville presented. Shawn asked each person to think of the number of decisions we each make in a given day. She talked about some of the factors to fast decision making, and stressed the importance of understanding the goal before decisions are made. The use of video clips and PowerPoint helped show how through practice we can prepare to make decisions before it is an emergency, as many emergency groups do practicing in situational decision making to develop skills needed. The information from Gary Klein’s work was the basis for much of the material presented in this session.

Priscilla McCowan, Training Manager for the Commonwealth of Kentucky Education Cabinet, Department of Workforce Investment; examined the “Changing Role of Employees in the Workforce.” Priscilla opened the session by having the table groups discuss employees’ expectations, and what managers need to do in order for today’s workplace to be a success. She then compared them to a list that was developed in 1946 and done again in 1980, 1988, 1991, and 2001. The fact that most had not changed was a surprise to many people. She suggested that managers need to have a clear and compelling organizational strategy and vision, provide an innovative environment that is low in bureaucracy, challenging work assignments that enable employees to grow their capabilities, and rewards based input on how well the organization performs. The session concluded with the groups making a list of seven to eight critical managerial skills that today’s manager must have, that would have been beneficial (nice to have) skills for managers in previous generations.

Many participants in the KSCPM seminar provided feedback to help in the planning of next year’s training sessions.



**KSCPM Board Meeting  
March 10, 2008  
Transportation  
Building, Room 110**

Tony Smith President called the meeting to order.

**Those in attendance:** Tony Smith, Robinil Jameson, Jeanne Olivas, Carmen Bishop, Janice Earnest, Ande Godsey, Rebe Conley, Sherman Bowman, Jennifer Woods, and Katy Cave.

**Presentation of Minutes:** Minutes were accepted as corrected.

**Treasurer’s Report:** From November 20 to March 1, the income is \$1,645.21, and the total expenses are \$2,730.01 and the end balance is \$6,527.98. The society has spent \$1,000 for expenses for the last five months.

**Committee Reports:**

**Election Committee:** Rebe Conley reported no action.

**Membership Committee:** Society has 57 AACPM members and 17 Life members. Discussed the number going to AACPM Conference in Columbus, Ohio

**Program Committee:** Jennifer Woods suggested several themes to the board to consider and they approved the theme for the 2008 Professional Seminar as: *Making a Difference in a Changing Workforce*. GSC will let the cohort groups know they can get 5 hours of conference credit for the seminar. Jennifer made a motion and Jeanne seconded to approve a list of invited groups displaying information on tables at the conference. The program for the seminar was accepted as presented. The board agreed to keep the registration fee the same and eliminate the gifts for attendees. The cost of food has increased and the board accepted the bid from Family Affair Catering of \$1,135.26 for 60 people. The food cost includes breaks, and opening snacks. There was discussion about speaker gifts, but no decision was made.

The board approved July 10, as the date of the summer luncheon at the Department of Criminal Justice Training in Richmond.

**Publications and Publicity Committee:** Robinil Jameson reminded everyone that the newsletter comes out the end of March. If you have any information that should be included please send it to her by the 15<sup>th</sup>. Janice has an inventory of prizes to use for a quiz to determine who reads the newsletter.

**Awards Committee:** Larry Totten will review projects.

**Legislative Update:** Sherman Bowman reported that at this time it appears the pension window is closed, which means 3,400 to 5,000 state employees could retire this year. Gambling is not going anywhere at this time. The cigarette tax is being raised by \$.25, and the House will refinance bonds to get a budget. Then the Senate will have their budget votes.

**GSC Update:** Jeanne Olivas reported that the schedule through December 2008 is on the GSC web site, and cabinet liaisons can enroll people. Applications for the summer session of the CPM program are being accepted until April 15. The coordinating duties of the CPM will now go to Katy Cave, and we ask for support for any possible changes.

**New Business**

Tony was notified by two KSCPM members of their interest in running for AACPM offices. Carmen Bishop is interested

in being treasurer and Glenn Thomas is interested in member-at-large.

The Society purchased a digital camera to document Society events for the newsletter, scrapbook, and the history of the KSCPM.

**ADJOURNMENT**

Robinil moved and Jeanne seconded a motion to adjourn.

Minutes submitted by,  
Katy Cave  
2008 KSCPM Secretary



**Treasurer's Report  
Variance to Budget  
June 6, 2008**

Income:	
Member Dues	\$1,885.00
Lunch Income	20.00
KSCPM Seminar	7900.00
Bank Interest	17.56
	<u>\$9,822.56</u>
Total Receipts	\$9,822.56
Expenses:	
AACPM Dues	\$945.00
Lunch Expense	623.76
Website	450.00
AACPM Assessment	100.00
Awards & Honors	604.20
Print & Postage	212.92
KSCPM Seminar	2499.75
Product Exp	257.56
Misc. Exp	294.19
Total Expenses	<u>\$5987.38</u>
Net Income	3,835.18
Beginning Balance	** 7,580.78
Ending Balance	++ <u>\$11,415.96</u>

\*\* CD's - \$2,071.05 @ 4.30%  
          \$2,112.26 @ 5.20%

++ Includes \$2,000/2008 Ohio HOD budgeted expenses &  
\$5,000/2009 projected Florida HOD expenses

TEST YOUR KNOWLEDGE

Congratulations to Patrick Brown from the Department of Criminal Justice Training as the winner of quiz #1.

In keeping with our seminar theme this quiz will test your knowledge of past KSCPM professional development seminars and AACPM conferences. All of the answers can be found on the website, history, and past newsletters.

The rules are the same:

1. The first three (3) correct answers e-mailed to [RHJCPM@aol.com](mailto:RHJCPM@aol.com) by July 11, 2008, 4:30 pm EDT wins the first prize (there will be (3) prizes per newsletter);
2. the e-mail with the earliest time (computer time) wins; and
3. one entry per person per quiz.

Good luck to all!

1. What year was the first statewide KSCPM Professional Seminar held?
2. Who was special speaker the first year?
3. What was the theme of the first KSCPM Professional Seminar?
4. Where was the 12<sup>th</sup> Annual AACPM Professional Development Conference held?
5. What was the theme of the 2000 KSCPM Professional Seminar?
6. Name 2 of the Seminar speakers at the 2002 KSCPM Professional Seminar.
7. Where was the 15<sup>th</sup> Annual AACPM Professional Development Conference held?
8. Name 2 of the Seminar speakers at the 2005 KSCPM Professional Seminar.
9. Where was the 18<sup>th</sup> Annual AACPM Professional Development Conference held?



Recycle

If you enjoyed this newsletter, please share it with a CMF/CPM graduate you may know but who is not a KSCPM member - as part of our membership drive.

Newsletter Submissions

If you have an idea for a future newsletter article or would like to submit a book/training review, please contact Tony Smith. Final submissions for the next newsletter must be received no later than September 15, 2008.

Amazon.com

Why not help the American Academy of Certified Public Managers® when you shop? It's easy. All you have to do is enter the Amazon.com website through the Academy's website, [www.cpmacademy.org](http://www.cpmacademy.org). Then, for every purchase you make, the Academy earns a 5% bonus through Amazon's Associates Program.

Will you be retiring in 2008?

Be sure to complete the form on page 9 of this newsletter or go to: [http://www.kscpm.org/KSCPM\\_Retiree\\_Information.pdf](http://www.kscpm.org/KSCPM_Retiree_Information.pdf)

Scenes from

2008 Seminar



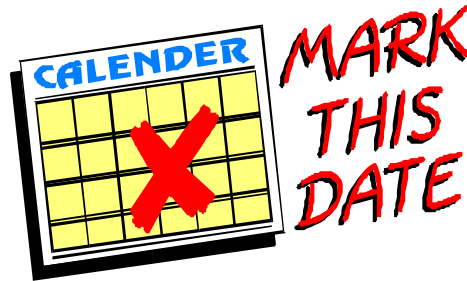
# Kentucky Society Year 2008 Calendar – Dates to Remember

**Summer Luncheon – July, 10, 2008**  
**Department of Criminal Justice Training, ECU, Richmond, KY**

**AACPM Professional Development Conference – September 7-10, 2008**  
**Columbus, OH**

**Fall Luncheon – October, 2008**  
**Date & Location TBA, Frankfort, KY**

**KSCPM Annual Membership Meeting – December, 2008**  
**Date & Location TBA, Frankfort, KY**



The mission of the **Kentucky Society of Certified Public Managers** is to establish, promote, enhance, and recognize the management profession through comprehensive training, networking, professional growth, and ethical standards of behavior; to promote service consistent with efficient and effective management practices; and to demonstrate vision and competence in professional management.



**Summer Luncheon**

*Thursday, July 10, 2008*

11:30 a.m. - Lunch

12:00 Noon - Speaker

**Stratton Building Mezzanine**

*Law Enforcement Complex, Eastern Kentucky University*

*Kit Carson Drive, Richmond*

*(Park in Stratton Building Lot)*

*Special Guest Speaker*

**Colonel Steve Parker**

**Deputy Commissioner, Department of Aviation  
Kentucky Transportation Cabinet**



**Light lunch will be served. Cost: \$8.50**

**MAIL REGISTRATION FORM and PAYMENT TO:**

**Kentucky Society of Certified Public Managers  
POB 42  
Frankfort, KY 40602-0042**

***For Directions Only: Phone: (859) 622-8062***

***E-Mail: [Janice.Earnest@ky.gov](mailto:Janice.Earnest@ky.gov)***

**Payment and Registration form must be received by Monday, July 7, 2008. **Payment must accompany registration.****

**Registration:** Member  Guests: \_\_\_\_\_ Amount: \$\_\_\_\_\_

NAME: \_\_\_\_\_

OFFICE PHONE \_\_\_\_\_

E-MAIL: \_\_\_\_\_



# Kentucky Society of Certified Public Managers®



## Retiree Information

Name \_\_\_\_\_

Date Retiring \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

\_\_\_\_\_ I do want my name and home address in the membership directory  
\_\_\_\_\_ I do NOT want my name and home address in the membership directory

*Mail to:*

*E-Mail to:*

KSCPM  
POB 42  
Frankfort, KY 40602-0042

[Tonyb2u@hotmail.com](mailto:Tonyb2u@hotmail.com)  
-OR-  
[carmen.bishop@ky.gov](mailto:carmen.bishop@ky.gov)

Please notify us at least (2) weeks prior so we can change information in the database.

**Must be a current KSCPM member in good standing.**

## KSCPM 2008 BOARD OF DIRECTORS



(L-R) Tony Smith, Robinil Jameson, Jennifer Woods, Carmen Bishop, Katy Cave, Sherman Bowman, Rebecca Conley, Jeanne Olivas, Ande Godsey, (Absent from photo: Larry Totten, Robert Armstrong, Janice Earnest)

Tony Smith	President	<a href="mailto:Tonyb2u@hotmail.com">Tonyb2u@hotmail.com</a>	502-695-5886
Sherman Bowman	President-Elect	<a href="mailto:st_bowman@yahoo.com">st_bowman@yahoo.com</a>	270-528-7937
Katy Cave	Secretary	<a href="mailto:katy.cave@ky.gov">katy.cave@ky.gov</a>	502-564-8170
Carmen Bishop	Treasurer	<a href="mailto:carmen.bishop@ky.gov">carmen.bishop@ky.gov</a>	502-573-3390
Robinil H. Jameson	Immediate Past President	<a href="mailto:RHJCPM@aol.com">RHJCPM@aol.com</a>	502-875-5466
Jeanne Olivas	OEOD Liaison	<a href="mailto:jeanne.olivas@ky.gov">jeanne.olivas@ky.gov</a>	502-564-8170
Rebecca Conley	Election Committee	<a href="mailto:rebecca.conley@ky.gov">rebecca.conley@ky.gov</a>	502-573-3390
Jennifer L. Woods	Program Committee	<a href="mailto:jenniferl.woods@ky.gov">jenniferl.woods@ky.gov</a>	502-210-5400
	Publications & Publicity Committee		
Larry Totten	Membership Committee	<a href="mailto:larry.totten@ky.gov">larry.totten@ky.gov</a>	502-564-8110
Robert Armstrong	Finance Committee	<a href="mailto:robert.armstrong@ky.gov">robert.armstrong@ky.gov</a>	502-245-9091
Robinil H. Jameson	Awards Committee	<a href="mailto:RHJCPM@aol.com">RHJCPM@aol.com</a>	502-875-5466
<b>Special Appointed Committees</b>			
Sherman Bowman	Legislative Committee	<a href="mailto:st_bowman@yahoo.com">st_bowman@yahoo.com</a>	270-528-7937
Ande Godsey	Historian & Archivist	<a href="mailto:ande.godsey@ky.gov">ande.godsey@ky.gov</a>	859-622-8052
Janice Earnest	Standard Operating Procedures	<a href="mailto:janice.earnest@ky.gov">janice.earnest@ky.gov</a>	859-622-8062
Robinil H. Jameson		<a href="mailto:RHJCPM@aol.com">RHJCPM@aol.com</a>	502-875-5466
KSCPM	Web Page	<a href="http://www.KSCPM.org">http://www.KSCPM.org</a>	POB 42 Frankfort, KY 40602-0042
AACPM	Web Page	<a href="http://www.cpmacademy.org">http://www.cpmacademy.org</a>	

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ADDRESS CORRECTION REQUESTED

