



Florida Society of Certified Public Managers
Board Meeting Minutes
Via Conference Call

Date: Wednesday, January 25, 2017

Start: 1:00PM -1:30PM

Attendance

Present:

Ruthie Doles ~ President
John Levitt ~ Treasurer
Dawn Scroggins ~ Secretary
Agatha Muse-Salters ~ Membership Chair
Dwanna Hill ~ North FL President
Len Price ~ Southwest FL President
Ron Waters ~ Suncoast FL President
Lorna Kibbey
Terry Jones

Absent:

Shannel Franklin
Renee Calo
Beatriz Isaza
Russell Beaty
Sue Zimmerman

Items Discussed

1. Welcome ~ Ruthie

2. 2017 Goals ~ Updates from Board and Chapter Presidents

- Increase membership and member involvement
- Transition to and harness the use of technology to improve member services
- Revise and re-implement the CPM-D (CPM with Distinction) program
- Provide more support to struggling chapters and the development of new chapters
- Improve Chapter, Board and statewide communication
- Support chapters in hosting regional Symposiums and educational forums
- Develop new recognition and awards program

3. Board Reports

Financials ~ John ~ Discuss search for replacement

- Summary of the current banking systems at Suncoast and Wells Fargo. Do to the PayPal account being set up at Suncoast Bank the money then has to be transferred to Wells Fargo.
- New Account, if it agreed to by the board, will have two signors on the account (1) Ruthie Doles, current President and (2) John Levitt, current Treasurer.
- Outstanding balance in the account at Wells Fargo is \$14, 536.80
- No outstanding bills at this time.

MOTION by Ruthie to close the current accounts and open one brand new account at Wells Fargo

1st by Terry Jones

2nd by Agatha Muse-Salter



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All agree and Zero disagree – **MOTION PASSED**

Membership ~ Agatha

- Current membership is up to date to January 14th and hope to finish by the end of this week
- Several new membership applications need added
- 75-80% of the membership did renew
- Some members did not pay their delinquent dues, but we are not going to go back charge
- There is an issue on some of the payments where the organization paid via PayPal and it was a lump sum without the individual names, so Agatha has to call to find out more information
- Once the membership list is up to date, Agatha will send to the Board and then the local chapters will need the accurate information
- At that time the email distribution lists will need updated

Communications ~ Shannel

- Is out of town ~ no report

Chapter Updates

NFL ~ Dwanna Hill~2017 President

- Took office January 1, 2017
- Retreat for the North Florida Chapter on Sunday, January 29th
- Would like to transition the newsletter to a Quarterly Newsletter and each chapter be responsible for local chapter content

Suncoast ~ Ron Waters ~ 2017 President

- The Suncoast Chapter is having an event on February 3rd from 1:00 – 4:00 PM and Linda Jimenez will be speaking
- They also had their first quarter meeting, unfortunately he was unable to attend, but will update us at next month's meeting

SW FL ~ Len Price ~ 2017 President

- Took office January 1, 2017
- Held their first quarter meeting and hope to hold their meetings the 1st Thursday of each quarter
- Interested in the possibility of doing webinars with locations held at Lee and Collier County simultaneously

NW FL ~ Kara Stallings ~ 2017 President



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-
- Did not attend - no information to report

4. **Working Items ~ ACTION ITEMS**

- **Members at Large ~**
- **Need representative from each Chapter for the Professional Development & Recognition assignments**
 - Ruthie will reach out to Renee and Sue to see if they can head the Projects and form their team. Need a representative for NW as Shannel is already doing the Communications Team
 - Please see the attached documents that have the layout that Ruthie distributed earlier regarding both of those committees
- **Technology Team ~Need to form and begin work on updating technology**
 - Dawn Scroggins volunteered as Project Lead
 - Current list of individuals on Team are Agatha, John, Beatriz, Dawn, Shannel, Renee, Dan Constantinople, Lorna, and Ruthie
 - Will send out and email and doodle to see when the team can meet and report back to the group at the next board meeting
- **Newsletter ~ Decision from N FL Chapter on assuming responsibility for state newsletter, Ideas to implement**
 - Ideas suggested are : Create Ad to be placed on the First Quarter Newsletter, Facebook Account, and place on the FSCPM and local chapters website
- **Goal Review ~ Review progress made on goals**
- **Miscellaneous Items**
 - The FSCPM teleconference phone line was going to charge \$10.00/monthly to announce the phone line is for the Florida State Certified Public Managers
 - Ruthie made executive decision to not pay the \$120.00/year for the listing



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- The phone line is available for the local chapters to use at any time for free
 - Call information number is 218-632-0323 Passcode: 12345678#

5. Next Meeting

- Suncoast Chapter is holding their meetings AFTER the board meeting so the members are well informed of what's going on and coming up
 - Should we set the date now or doodle later?
 - We are going to target the 3rd week of the month, however, doodle from there to see which date and time works well for everyone
 - **Tentative next meeting sometime the week of February 20th -24th**

Meeting adjourned

**CERTIFIED PUBLIC MANAGER WITH DISTINCTION
PROFESSIONAL DEVELOPMENT POINTS APPLICATION
Beta Phase**

Points toward the Certified Public Manager with Distinction credential can be earned through Experience, Education and Service. A total of 40 points must be earned to receive the initial designation.

Applicant Name: CLICK to Enter Name.

CPM Graduation Year: Enter year

FSCPM Chapter Affiliation: Choose an item.

EXPERIENCE (Management or Leadership) – maximum 4 points

Position Title: Enter Title

How many years in this position: Choose an item.

What agency/organization: Enter Agency

How many employees/members: Choose an item.

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PROFESSIONAL DEVELOPMENT – maximum 30 points

Post-certification Degree - maximum 6 points for degree

*Degree must have been completed in the time period since previous CPM certification

Type of Degree: Enter Degree

Degree Completed: Enter Date

Institution: Enter institution name

Continuing Education Course – maximum 24 points

Approved training includes those from the Florida Center of Public Management or other professional leadership or management training organizations, sponsored or promoted by AACPM and their Societies, FSCPM and their chapters, as well as training relative to any of the core CPM competencies of *personal and organizational integrity, managing work, leading people, developing self, systematic integration, public service focus, and change leadership.*

½ point per course for successful completion of courses 4 hours or less

1 point per course for successful completion of courses 5 to 24 hours in length

2 points per course for successful completion of courses 25-39 hours or more in length

3 points per course for successful completion of courses 40 hours or more in length

Title: Click here to enter text.

Date: Select Date

Competency: Choose an item.

Title: Click here to enter text.

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Personal Development Activities – maximum 20 points; maximum 8 points per activity:

Number of CPM Meetings/Events: Enter Number **Dates:** Enter Dates

Facilitating a leadership or management topic web discussion or at a meeting or event

Topic: Enter Topic	Forum: Enter Forum	Date: Select Date
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Writing and publishing a leadership or management article or book review for a management newsletter or professional magazine

Topic: Enter Topic	Medium: Enter Medium	Date: Select Date
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SERVICE – maximum 10 points

Activity: Enter Activity	Role: Choose an item.	Date: Select Date
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POINTS SUMMARY

Experience Points:	Enter Experience Total
Post- Certification Degree Points:	Enter Degree Total
Continuing Education/Training Points:	Enter Education/Training Total
Personal Development Points:	Enter Development Total
Service Points Total:	Enter Service Total
Grand Total Points:	

Processing fee information: **N/A**

Please confirm and mark EACH of the following boxes for verification:

- I have completed each of the approved activities listed above.
- I have read and understand the points scoring system for the CPMd credential.
- Before my credential can be awarded, I understand that I must submit the required processing fee.

Applicant Phone Number: Enter Phone number

Applicant Address: Enter Address

Applicant Email: Enter Email address

Supervisor's Name: Enter Supervisor's Name

Supervisor's Address: Enter Supervisor's Address

Supervisor's Email: Enter Supervisor's Email address

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Writing and publishing a leadership or management article or book review for a management newsletter or professional magazine

Topic: Enter Topic	Medium: Enter Medium	Date: Select Date
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Supervisor's Name: Enter Supervisor's Name

Supervisor's Address: Enter Supervisor's Address

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Florida Society of Certified Public Managers
“CPM with Distinction”
Professional Development and Continuing Education Program
Effective November 2011

To encourage CPMs to continue their professional development, we propose that FSCPM implement a “CPM of Distinction” credential to recognize those who continue to develop themselves. The purpose of this voluntary program is to encourage individual professional growth through training and education events, contributions to the Society such as serving in officer and committee chair positions, speaking, teaching, writing articles, and mentoring and public service.

The FSCPM Professional Development Committee will review and approve submitted applications for the CPM with Distinction credential. All professional development and continuing education activities must help the CPM build their skills and knowledge in at least one of the core competencies established by the National Certified Public Manager Consortium:

To earn the With Distinction credential (CPM-D), Certified Public Manager program graduates will need to:

1. Review the list of approved CPM with Distinction activities. Earn points by completing the designated training and service activities.
2. Submit a CPM with Distinction application form after earning 40 points. Those who meet the credential requirements will be honored at the annual FSCPM Symposium and Award Luncheon.
3. Honorees will receive a letter from the Society President and a certificate recognizing their achievement earning the CPM with Distinction credential. They will be listed in a special directory on the FSCPM website.
4. Recipients of the CPM d credential will need to earn 24 points every four years to maintain the “with Distinction” credential. Those who do not meet this requirement will be removed from the CPM with Distinction directory. Once the credential is lost, CPMs will need to complete the renewal requirement to have it reinstated.
5. A small service fee of \$10 for FSCPM members and \$15 for non-members will be requested for processing of CPM d applications to cover web database and certificate costs.

APPLICATION PROCESS: Review the CPM d Approved Activities List, and then click on this link to complete the application...<https://adobeformscentral.com/?f=xYS9ZbRJutWGEXnJ3YyuDQ>