



## **2013 FEBRUARY WORKSHOP AGENDA**

DATE: FEBRUARY 21, 2013

LOCATION: RED LION HOTEL, LLOYD CENTER, PORTLAND OR

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|----------------------------|---|
| <b>8:00 AM - 8:30 AM</b>   | MEMBER SIGN-IN<br>COFFEE AND REFRESHMENTS   |
| <b>8:30 AM - 8:45 AM</b>   | PRESIDENT'S WELCOME- KELLY DAVIS<br>MEMBER INTRODUCTIONS<br>CHAPTER GROUP PHOTO   |
| <b>8:45 AM – 9:00 AM</b>   | LOCAL SMALL BUSINESS FEATURE<br>DRAWING ENTRY<br>POINT BASED 2013 SCHOLARSHIP APPLICATION   |
| <b>9:00 AM – 9:45 AM</b>   | <b><u>UASI GRANTS - PRESENTOR VALENTINE HELLMAN</u></b><br>March 2013 marks the beginning of the 2012 UASI Grant spending. We will receive an overview of the grant process, timelines for submissions, extension requests, and how to plan incoming projects around (grant) deadlines. |
| <b>9:45 AM – 10:00 AM</b>  | <b>BREAK</b>  |
| <b>10:00 AM - 11:30 AM</b> | <b><u>TECHNIQUES AND CONTROLS FOR P-CARD AUDITING – WEBINAR</u></b>   |
| <b>11:30 AM – 12:00 PM</b> | <b><u>THE RED STAPLER: IDENTIFYING WORKPLACE STRESS AND THINGS YOU CAN DO TO HELP</u></b>   |
| <b>12:00 PM – 1:00 PM</b>  | <b>LUNCH</b>  |
| <b>1:00 PM – 2:00 PM</b>   | <b><u>KEY SPEAKER:</u> DARIN MATTHEWS, CPPO, CPM, PORTLAND STATE UNIVERSITY<br/>“POSITIONING YOURSELF FOR SUCCESS IN PUBLIC PROCUREMENT”</b>  |
| <b>2:00 PM – 3:00 PM</b>   | <b><u>“ASK THE CPO”</u> -PANEL SPEAKERS: CHRISTINE MOODY, CITY OF PORTLAND<br/>KEVIN YIN, CITY OF VANCOUVER<br/>JEFF BAER, CITY OF PORTLAND</b>   |
| <b>3:00 PM – 03:15 PM</b>  | <b>BREAK</b>  |
| <b>3:00 PM – 4:00 PM</b>   | <b><u>GUEST SPEAKER:</u> LORETTA YOUNG, CITY OF PORTLAND<br/><b>PRIME CONTRACTOR DEVELOPMENT PROGRAM</b></b>  |
| <b>4:00 PM - 5:00 PM</b>   | VICE-PRESIDENT'S CLOSING<br>DRAWING<br>WORKSHOP SURVEY AND/OR COMMENTS (*2013 SCHOLARSHIP POINTS)   |

MENU:

Deluxe Continental Breakfast:

Assorted Breakfast Pastries, Muffins, and Scones

Seasonal Fresh Fruit Tray

Assorted Fruit Yogurts

Assorted Chilled Juices

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Tea

Lunch:

The Red Lion Luncheon:

Mixed Green Salad with Assorted Dressings

Fresh Seasonal Fruit Tray

Herb Roasted Chicken

Classic Meat Lasagna

Fresh Seasonal Vegetables

Rolls with Butter

Cheesecake and Warm Apple Pie

Freshly Brewed Coffee, and Hot and Iced Tea

For those individuals who plan to attend the workshop please RSVP to Cindy Phillips at [Cindy.phillips@portlandoregon.gov](mailto:Cindy.phillips@portlandoregon.gov). For anyone with food allergies or diet restrictions please contact Cindy as well.