

COMMITTEE DESCRIPTIONS

Marketing Committee

Members of this committee will assist with coordinating and facilitating marketing and communications for the Chapter including researching, purchasing, promoting, advertising, selling and distributing Chapter branded merchandise/items to increase visibility and growth of the Chapter.

Please contact the committee Chair to join.

Christy Tran, Chair
christy.tran@multco.us
503 988-7997

Committee Members:
Debra Lindsay, Member

Web Committee

The website committee maintains the Chapter's website and works with the Chapter President, Chapter Board Members, and Chapter Committees to update content and resolve issues involving the website as the first points of contact.

Committee closed

Travis Allison, Chair
ccnigpwebpeeps@googlegroups.com

Committee Members:
Lisa Emery
Jill Punches
Eric Wicks

Reward and Scholarship Program Committee

The Rewards and Scholarship committee evaluates the scholarship and rewards applications received from members of the Chapter. This committee is good for any volunteer who wants to learn how they might qualify for and utilize Chapter Scholarship and Rewards funds made available by the Chapter.

Committee Closed
James Moering, Chair, Past President
james.moering@portlandoregon.gov
503 823-7886

Committee Members:
Diane Seaton, President
Paula Rickman

Media Committee

The Social Media Committee is a Columbia Chapter committee established to facilitate Columbia Chapter communication via social media outlets. This committee oversees the primary social media outlets (i.e., Twitter, LinkedIn and Facebook). Currently Columbia Chapter has a presence on Facebook but is looking to add our presence onto Twitter and LinkedIn. The content produced by this committee is not official representation of the organization or the executive committee. Content on social media outlets are updated frequently.

The purpose of the Social Media Committee is to:

- To foster and facilitate Columbia Chapter community-building among its members through social media
- To grow and maintain Columbia Chapter's online presence in order to keep current members informed with communication and to attract potentially interested members in joining our community.
- To Maintain the Columbia Chapter Social Media pages
- To raise awareness and make it easier for newcomers and current members to understand how and where to interact with Columbia Chapter online

Please contact the committee Chair to join.

Annie Teav, Chair,
annie.teav@multco.us
 503 988-8376

Committee Members:
 Anthony Blackmon

Mentorship Program Committee

The Mentorship Program is a volunteer program, coordinated by the Chapter Mentoring Committee, pairing experienced procurement professionals (mentors) with members who are looking to develop themselves professionally (mentees).

Please contact the committee Chair to join.

Christy Tran, Chair
christy.tran@multco.us
 503 988-7997

Board Nominating Committee

The Board Nominating Committee shall consist of not less than three members appointed by the president. At least two of the members serving on the committee shall also be members of the Board. The chairman of the committee shall be appointed by the president.

- A. The committee shall receive and evaluate recommendations from the members regarding individuals suggested for candidacy for a position as a regular director or director-at-large.
- B. The committee shall select at least one candidate for each position on the Board for which a term is expiring. This slate of nominees will be turned over to the president no later than five days prior to the meeting at which Board members are to be elected.
- C. No changes in nominees on this slate may be made after submission to the president except at the request of the nominee.
- D. Nominations may be made from the floor at the annual membership meeting, but only if the nominee has given express permission that his name be placed in nomination.

Board members only

Craig Johnsen, Chair, Chapter Liaison
Craig.Johnsen@portofportland.com

Audit Committee

The Audit committee shall consist of not less than two members appointed by the president. The audit shall be performed no later than March 31st . At least two of the members serving on the committee shall also be members of the Board. This committee shall report its findings to the membership at the next meeting of the members. This report will give a statement of accounts based upon actual expenses incurred and income received for the prior year.

Committee Closed

Craig Johnsen, Chair, Chapter Liaison
Craig.Johnsen@portofportland.com

Committee Members:
Paula Rickman

Student Outreach

The Student Outreach Program is a volunteer program, coordinated by the Professional Development char designed to promote career paths in public procurement. Representatives of the chapter attend student functions – job fairs, career discussions, etc. to introduce public purchasing to students at the high school and college levels. As a part of this discussion, the program will promote and encourage interested students to become a student member of the chapter.

Please contact the committee if you are interested in volunteering.

Kathi Braeme-Burr
kathi.braeme-burr@multco.us
503 988-7550

Volunteers:
Anthony Blackmon
Stacy Drake Edwards
Jill Panches
Emilie Schulhoff
Tessa Steele

Handbook Committee

Board Members only
Diane Seaton, Chair, President
diane.seaton@portlandoregon.gov
503 823-6987

Board Members:
Denice Henshaw, Vice President
Christy Tran, Secretary

Budget Committee

Board Members only

Diane Seaton, Chair, President
diane.seaton@portlandoregon.gov
503 823-6987

Board Members:
James Moering, Past President
Stephen Nelson, Treasurer

