



THE GALAXY

NATIONAL CONTRACT MANAGEMENT
ASSOCIATION (NCMA)/SPACE CITY CHAPTER
NEWSLETTER—SEPTEMBER 2003

From the Board:

Our Chapter Board recently attended a Leadership Conference in San Antonio. While the conference helped us gain a better understanding of the association and how to better manage our chapter, there was a good deal of discussion about the decline in membership. According to Neal Couture, Executive Director of NCMA, membership is on the decline throughout the United States in many of the professional organizations. Our chapter experienced a slight decline in membership this past year, but in the last couple of months, ten new members joined. Having ten new members is wonderful news!

However, I am disappointed at the amount of civil servant membership in NCMA. Civil servant membership comprises approximately ten percent of the total chapter membership—this is quite a small percentage. In addition, civil servant attendance at the monthly luncheons is consistently significantly less than contractor attendance.

A great benefit to being a member of the association is to network. NCMA enables the contractor and government community to meet and discuss timely issues. I can't stress more our need for government participation in NCMA. Our board is dedicated to increasing government involvement and membership and we ask that government management encourage their employees' participation in NCMA as well.

Rosalie Solis, NCMA President-Space City Chapter

INSIDE THIS ISSUE

- 1 From the Board, Sept. Luncheon Information, Quotable
- 2 Calendar of Events, Fall Conference, Announcements, Education News
- 3 Graalman Info., Membership News, Treasurer's Corner
- 4 National Director's Report
- 5 "EVMS—What is it?"
- 6 Chapter Statement of Funds
- 7 Key Contact Points

September Luncheon Meeting

Date: Tuesday, September 23, 2003
Time: 11:30 Social, 12:00-1:00 Lunch
Location: The Gilruth Lonestar Ballroom
Speaker: Tom Reid, CPCM, Owner—Certified Contracting Solutions
Topic: "Effective Negotiations"
Menu: Pesto Chicken Salad, rolls, tea, coffee, and dessert.

Reservations: Contractors-
Cynthia.L.Vourganas@usa-spaceops.com or
(281) 280-6537

NASA- Claire.A.Cox@nasa.gov or (281) 483-0743

Reservation Deadline is NOON, Fri., Sept. 19

Lunch Price: \$6 for Chapter Members
\$10 for Non-Members

NOTE: Due to our reserving a smaller ballroom this month, space is limited to 100 attendees.

"Quotable"

Finish each day and be done with it. You have done what you could. Some blunders and absurdities no doubt crept in; forget them as soon as you can. Tomorrow is a new day; begin it well and serenely and with too high a spirit to be encumbered with your old nonsense.

~ Ralph Waldo Emerson ~



THE GALAXY



CALENDAR OF EVENTS

September 23, 2003 Luncheon Meeting

"Effective Negotiations"

Tom Reid, CPCM, Certified Contracting Solutions

The Gilruth Lonestar Ballroom 11:30—1:00

\$6 for members, \$10 for non-members

SEE PAGE 1 FOR DETAILS

October 28 & 29, 2003: NCMA Fall Conference

November 20, 2003 Luncheon Meeting

"Success in Business through Customer Service"

Jim "Mattress Mac" Mcingvale

The Gilruth Alamo Ballroom 11:30—1:00

December 2003: Holiday Social

January 22, 2004: Luncheon Meeting

"Time Management Made Easy"

Peter Turla

The Gilruth Alamo Ballroom 11:30—1:00

February 26, 2004:

"Columbia Accident Investigation—Procurement's Role"

Vann Jones, MSFC Contracting Officer

The Gilruth Alamo Ballroom 11:30—1:00

2003 FALL CONFERENCE— REGISTRATION STARTS SEPTEMBER 15TH!

2003 FALL CONFERENCE Acquisition: Meeting Today's Needs

Banquet: Tuesday, October 28

Conference: Wednesday, October 29

Location: Hobby Airport Hilton

Speakers:

Colonel Ronald C. Flom, Defense Acquisition University, Commandant

Randy Gish, NASA/JSC, Procurement Officer

Brig. Gen. Edward M. Harrington, DCMA, Director

Deidre Lee, DOD, Director of Defense Procurement

Tom Luedtke, NASA/HQ, Asst. Admin. for Procurement

Patricia Olsen, Boeing Integrated Defense Systems, VP of Contracts & Pricing

Eleanor Spector, Lockheed Martin, VP of Contracts

Cost: \$165/member, \$190/nonmember (\$15 discount for early registration)

Early Registration: Sept. 15 thru Oct. 3

Regular Registration: October 6 thru 22

Visit our website: <http://ncmaspacecity.org/> for more information and the registration form!

ANNOUNCEMENTS

Diana Gomez, Chapter Secretary, was engaged to be married on 7-19-03.

Rosalie Solis, Chapter President, was promoted to GS-12 on 9-2-03.

Jannette Reed, V.P. of Edu., was promoted to GS-11 on 9-8-03.

If you have any announcements you would like listed in future newsletters, please contact Diana Gomez at diana.gomez-1@nasa.gov

Education News

By Jannette Reed

Hello fellow NCMA members. As the new Vice President of Education, I would like to share with you my goals for the year. Two areas I am working on are:

- organizing audio seminar workshops relevant to the contracting community
- organizing study groups for those interested in obtaining certification in the following programs Certified Federal Contracts Manager (CFCM), Certified Commercial Contracts Manager (CCCM), and Certified Professional Contracts Manager (CPCM).

For more details, please visit the NCMA education website at <http://www.ncmahq.org/education/audio.asp>.

If you are interested in participating in the audio seminars or the study groups, please contact me via e-mail at jannette.reed-1@nasa.gov.



THE GALAXY

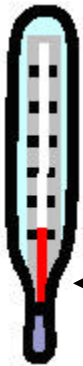
Graalman--Let us know...

By Nancy Broyan

The Graalman Award is designed to recognize chapter excellence and to provide formal competition between chapters in furthering the objectives of the NCMA. The award is given each year to each chapter whose performance in carrying out the purpose of NCMA equals or exceeds a pre-established level of excellence. We have our sights set on being an excellent chapter this year and winning the national level Graalman Award - and we need your help! Our chapter earn points if you are planning to or have accomplished the following since July 2003:

- Re-certify this year or take the CPCM, CFCM, or CCCM exam
- Becoming an NCMA Fellow
- Teach, advise, or provide support for continuing education in Contract Management
- Write an article relating to contracts for the NCMA Contract Management Magazine, company newsletter, or the Journal of Contract Management
- Conduct a study group for the CPCM, CFCM or CCCM exam

Do you have suggestions for improvements to our chapter? Are you interested in working on a committee? If the answer is "yes" to any of these questions, please contact Nancy Broyan at 281-333-8704 or e-mail at broyann@hsd.utc.com.



Gold: 250—330 points

Silver: 225—249 points

Bronze: 200—224 points

Quality: Minimum 125 points

← Our Chapter's points to date: 92

MEMBERSHIP NEWS

By Carla Stinson

Please join me in congratulating the following members on their "**milestone**" **anniversaries** with NCMA:

- John Warren**, University of Houston, 20 years in August, NCMA Fellow.
- Wright McCarty**, Compaq, 20 years in September.
- Robert LaBrier**, 20 years in July.
- Pat Jarkesy**, United Space Alliance, 15 years in September.
- William Rothe**, Rothe Development, 10 years in July.
- Charlie Chambers**, United Space Alliance, 5 years in July.
- Debbie Oglesby**, Bastion, 5 years in July.
- Andy Thomson**, United Space Alliance, 5 years in July.

And please give a big welcome to our **new members**:

- Phyllis Adams**, Boeing
- Greg Balfourt**, New Horizons Learning Center
- Lori Conroy**, NASA
- Michael Guina**, Boeing
- Ann Grigsby**, Editorial Resources
- Clint Hall**
- Mitchell LeBlanc**
- Michal Malik**, NASA
- Douglas Miller**, Texor Services, Inc.
- Ginny Stephenson**, NASA
- Wendy Stone**, NASA

Treasurer's Corner

By Angela Swafford

This month I write to you with good news about attendance at the August luncheon. We had a two thirds decrease in the number of no-shows compared to last month! We appreciate all of you who helped make this improvement possible – either by canceling your reservation or by not registering for the luncheon until you were sure that you would be able to attend.

You may have noticed that there were a few empty tables at the luncheon, but that was not due to a large amount of no-shows. In fact, a mistake was made on the part of the catering facility that caused more lunches to be prepared than we had ordered. Since the mistake was not made on our part, it will not cost the chapter anything. In the future, we'll be sure to check, double-check, and triple-check the final reservation number so that our caterers don't lose revenue and food is not wasted.

That does it for this month. Thanks again for your help with the luncheon no-show problem!



THE GALAXY

Leadership Conference

By Sam Morthland, National Director

Your new board of officers met in July and decided that with so many relatively new members this year, and the conference in nearby San Antonio, it would be logical to send as many board members as possible to the 2003 Leadership Summit held August 21—23.

There were approximately 100 members in attendance, with our South Central Region having the highest number of attendees. The merged San Antonio chapters and the Texoma chapter also sent nearly all their officers. Everyone agreed that the conference was a success. We learned from the speakers and from each other many helpful “tricks of the association trade” that will come in handy here in Houston.

Each day’s agenda was broken into three basic sections each day. Presentations by our National President, Gary Zura and panels on Association Trends and Legal/Financial Topics on day one, as well as a luncheon speech by Greg Garrett on “Leadership.” Day two featured a briefing on Association Management by our Executive Director, Neal Coture, plus four breakout sessions that were repeated in the afternoon. A Town Hall meeting wrapped up the conference.

A significant point that was made was that while NCMA’s financial health is less of a concern, the organization actually had a positive cash flow in July! However, we still project to be in the black this year. The primary area of concern is membership, with new members at their lowest levels in many years. All chapters were again encouraged to use any and all methods to get to potential new members or former members who may now be convinced to rejoin.

NCMA’s experience is no different than similar professional associations, however. We are losing members to more specialized professional associations and the chapter meeting model we use may be on its way out in favor of virtual chapters, the internet, and other electronic business techniques.

NCMA is optimizing its value to its members as well—examples include:

- Audio Learning Courses
- A menu of professionally written NES Topics that a chapter can present whenever it wishes vs. the older system of conducting a member-authored single NES each Winter or Spring
- Revamped Certification programs for both government and commercial members
- Vastly improved publications of Contract Management and the re-newed Journal.

The new integrated financial and membership software programs are beginning to work and will drastically improve the ability of the National Office to respond to members’ and chapter’s requests.

There was a lot of discussion regarding “generations X and Y” issues. It is the general consensus that it is difficult to get these individuals to participate in NCMA and then even more difficult to retain them for other than short term projects. With our 1102/contracting work force rapidly aging, this problem will only intensify. As an organization, we need to think about how we can attract and retain Generation X and Y professionals.

Our Legal speaker spoke of the three basic areas of legal exposure any association faces: Contracts and their indemnification and liabilities such as hotel contracts for meetings; Statute Violations—mostly by employees for Sexual/Age/Disability Act issues, and Anti Trust; and Negligent acts (Torts) where the defense is governing factors involved, ordinary care, and the best interest of the organization.



THE GALAXY



“EVM—What is it?”

By J.R. Carpentier

In August, our chapter’s featured speaker was Sam Padgett, who serves in the Cost Estimating and Assessment Office supporting the Chief Engineer as the Earned Value Management (EVM) Focal Point for NASA/JSC. Mr. Padgett has had a long and successful career with NASA/JSC by serving as a program analyst in the BA Management Systems Office, the Resources Management Offices of both SOMO and ISS, and the Mission Operations Business Office. His informative speech to members of the Space City-Houston NCMA Chapter was both timely and interesting.

EVM—What’s it all about?

Mr. Padgett stated that the best way to think of earned value is as a “quantification of project completion—a way of determining what work is being done—what are we accomplishing?” The key to successful EVM is to set and maintain a good baseline. EVM is divided into two areas: Planning (setting the baseline), and Control (stating the schedule and maintaining the baseline). Mr. Padgett also reminded the group that “EVM is not a financial system. It is a planning tool.”

EVM—What’s it for?

Mr. Padgett stated that EVM is projects with a definite SOW, schedule, and budget with a goal of “early detection of problems.” EVM, according to Mr. Padgett,

helps to answer two basic questions: when will we be done and what will it really cost? Mr. Padgett stated that EVM was useful for completion form effort of complex projects with a long, challenging schedule. “EVM can be used for any contract type as well”, stated Mr. Padgett.

What NASA Expects

Mr. Padgett stated that the expectations of NASA were the ability to rely on a single “system” of data that clearly identifies the contractor’s processes for planning and controlling a project. “Access to all the information available to the contractor” is also a beneficial expectation said Mr. Padgett. For all effort, NASA expects to obtain:

- Early visibility into any problems
- Good analysis—cause, impact, and corrective action
- Credible plans for completing the work
- Accurate forecasting

Contractor Responsibilities

One of the most important contractor responsibilities stated Mr. Padgett, was the “planning of all work for the program to completion, not just to the end of the fiscal year.” The contractor also needs to break the work down into pieces with one person or organization responsible for control of the work. “Measuring performance against the baseline is vital” as well. When measuring performance, also use actual costs incurred and objectively assess accomplishments at the work performance level. The contractor also needs to report variances and their explanations at a level determined by both the contractor and the Contracting Officer.

A copy of Mr. Padgett’s EVMS presentation charts can be downloaded at <http://ncmaspacecity.org/>



THE GALAXY

Chapter Funds Statement

NCMA - SPACE CITY HOUSTON CHAPTER

Statement of Funds

30-Aug-03

BEGINNING FUNDS BALANCE - August 1, 2002 \$70,361.21

RECEIPTS

Interest	98.43	
Luncheon Receipts	795.00	
Dues Refund from NCMA National	970.60	
BoD Leadership Summit Expense Reimbursement	100.00	
Total Receipts		1,964.03
Total Funds Available		72,325.24

DISBURSEMENTS

Printing	69.93	
National Board of Directors Meeting Travel	1,522.92	
Leadership Summit Travel	2,151.48	
July Luncheon Fees	2,069.10	
Fall Conference Expenses	12.91	
NES Expenses	9,600.01	
Speaker Gifts	152.79	
NCMA Dues Initiation Fee Reimbursements	40.00	
Post Office Box Renewal	55.00	
Total Disbursements		15,674.14

ENDING FUNDS BALANCE - August 31, 2003 \$56,651.10

Note: Funds balance includes checking, savings, and certificates of deposit



THE GALAXY

Key Contact Points

President – Rosalie Solis, 281-244-7147

rosalie.a.solis@nasa.gov

VP/President Elect – Nancy Broyan, 281-333-8704

broyann@hds.utc.com

VP Education – Jannette Reed, 281-244-0948

jannette.reed-1@nasa.gov

VP Programs – J.R. Carpentier, 281-244-7254

john.r.carpentier@nasa.gov

VP Membership – Carla Stinson, 281-280-6590

carla.m.stinson@usa-spaceops.com

Chapter Secretary – Diana Gomez, 281-244-8458

diana.gomez-1@nasa.gov

Chapter Treasurer – Angela Swafford, 281-483-9649

angela.l.swafford@nasa.gov

Contractor Reservations – Cindy Vourganas, 281-280-6537

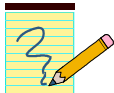
cynthia.l.vourganas@usa-spaceops.com

NASA Reservations – Claire Cox, 281-483-0743

claire.a.cox@nasa.gov

National Director – Sam Morthland

smorthla@aol.com



CHAPTER MEMBERSHIP

Submit address/mail code changes to:

Online at: www.NCMAHQ.org or contact Carla Stinson for assistance.

Submit requests for membership to:

Carla Stinson (281) 280-6590

e-mail: carla.m.stinson@usa-spaceops.com



GALAXY EDITORS

Diana Gomez, 281-244-8458; FAX : 281-244-7563

NASA/JSC

Mail Code: BG

e-mail: diana.gomez-1@nasa.gov

J.R. Carpentier, 281-244-7254; FAX: 281-244-7563

NASA/JSC/

Mail Code: BG

e-mail: john.r.carpentier@nasa.gov

Please be sure and update your e-mail address at the NCMA National website (www.NCMAHQ.org) so we can have an accurate address to send flvers and newsletters!