



WSCPM News



Volume 4, Issue 2

June 2001

FROM THE PRESIDENT

Ron Buchholz, WSCPM

LOOKING BACK/LOOKING FORWARD – Since the last Society newsletter was published, I have had the opportunity to look both backward and forward relating to the WSCPM.

Looking Backward - Earlier this year, the American Academy of Certified Public Managers asked each state Society to develop an article regarding their Society's history. It was a pleasure to write the article, as I learned more about our Society, especially its formation and early history. I want to acknowledge the hard work and effort of Wisconsin Society Historian Cathy Williquette in reviewing the Society's historical archive and providing me with the needed historical data, which allowed me to write the article. The Society history article appears elsewhere in this WSCPM News.

Looking Forward – The Society's officers and I have been recently involved in intense discussions regarding the future of our Society. The following are key strategic goals of the Society on which we focused:

- 1) Meeting the needs of the Society membership and addressing changes in the profile of Wisconsin CPM Program graduates (Increasing number and percentage of law enforcement and state agency managers);

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UPCOMING WSCPM ACTIVITIES

Thursday June 21, 2001, 6 p.m. **3rd Annual CPM/PLEM Program Graduation Ceremony**, State Patrol Academy, Fort McCoy, Wisconsin

Tuesday, September 18, 2001, 10 a.m., **WSCPM Board Meeting/Lunch**, Suite 2, Group 1 Resources Office, 1245 Appleton Road, Menasha, Wisconsin

Tuesday, November 13, 2001, 10 a.m., **WSCPM Annual Meeting/Lunch**, Fond du Lac Holiday Inn, 625 Rolling Meadows Drive, Fond du Lac, Wisconsin

Nominees Sought - 2001 WSCPM "Manager of the Year" Award

Nominations are now being sought for the Year 2001 WSCPM "Manager of the Year" Award. Nominees must be active members of the WSCPM who through their efforts have made the greatest contribution to the Society, the state of Wisconsin, or the prestige of the CPM image.

SOCIETY OFFICERS AND ELECTIONS

Currently, the WSCPM is structured according to the Society By-laws, with five officers - President, President-Elect, Secretary, Treasurer, and one Board Member-at-Large. Individuals are elected to the positions and serve two-year terms. The President-Elect serves a two-year term in that position, and then becomes President for a two-year term.

The Society is currently considering alternatives to increase the number of Society Officers beyond the five currently authorized. Options being considered include having the Past-President and/or Society Historian serve as an officer, or adding one or more Board Members-at-Large. Options will be considered at the September 18th Board Meeting.

If the current Society officer structure is changed, the new positions (**and current positions**) will be filled by elections held at the November 13, 2001 Annual Society Meeting.

We are seeking candidates for all current offices, except President, especially for the President-Elect and Treasurer positions.

All Society members are encouraged to forward their ideas and suggestions regarding Society officers to Society President Ron Buchholz, rbuchholz@commerce.state.wi.us.

Members interested in running for one or more officer positions are asked to notify President Ron Buchholz at your earliest convenience, above email, or 608-266-1817.

Ballots for the November 13 election will be prepared shortly after the September 18 Board Meeting.

Wisconsin Society of Certified
Public Managers

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- 2) Growth and maintenance of Society membership;
- 3) Increasing involvement of Society's members in Society's activities; and
- 4) Increasing and stabilizing Society revenues.

WSCPM's officers have also been discussing alternative actions, which need to be taken in order for the Society to achieve its strategic goals and fulfill its stated goals and purposes. To that end, the Society has decided to sponsor its first two-day **WSCPM Managers Conference in May, 2002** and also to consider putting in a **bid to host a national American Society of Certified Public Managers (AACPM) Annual Conference/Training Symposium in 2007**. We hope to gain much needed experience by sponsoring the two-day WSCPM Managers Conference, so we are prepared to host the future AACPM Annual Conference/Training Symposium, if that comes to fruition.

A 2007 Conference Planning Team is now being assembled to and will meet in late summer to further discuss the issues and challenges of hosting the AACPM Annual Conference. **If you are interested in serving on this Planning Team, please contact Ron Buchholz.**

We need your cooperation and support, but mostly **we need your active participation to achieve these goals**. Information appears elsewhere in this Newsletter on these issues.

You are strongly encouraged to attend and participate at the September 18 Society Board Meeting and the November 13 Annual Society Meeting, where these activities will be further discussed and considered.

UPCOMING EDUCATIONAL SEMINARS

"Safety Aspects/Violence in the Workplace," Captain Robert A. Bereiter, Wisconsin State Patrol, *Targeted, Limited Audience Training*. September __, 2001 (Specific Date TBD shortly), 9 a.m. – 3 p.m., Portage County Business Council Offices, Plover, Wisconsin

Fees: Non-WSCPM Members
\$90 - (includes lunch)
WSCPM Members
\$40 – (includes lunch)

"Records Management...A primer to Managing, and Surviving your Own Information," Harold Coltharp, WSCPM, DOA State Records Center, *Targeted, Limited Audience Training*. September __, 2001 (Specific Date TBD) Location – TBD, Green Bay, Wisconsin

Fees: Non-WSCPM Members
\$90 - (includes lunch)
WSCPM Members
\$40 - day (includes lunch)

First ever **"Wisconsin Society of Certified Public Managers (WSCPM) 2-Day Managers Conference,"** Various Topics and Speakers/Presenters, May 8 -9, 2002, KI Conference Center, Green Bay, Wisconsin

Fees: Non-WSCPM Members
TBD - both days
TBD - one day (both include meals/refreshments)
WSCPM Members
TBD - both days
TBD - one day (both include meals/refreshments)

MEMBERSHIP NEWS

Reed Woodward, Past Society President and now former Chief of Police for the Village of Pulaski, Wisconsin retired from his position effective June 2001. Reed remains an active member of the Society. We wish Reed and his family well in his retirement.

Roger Lombardbard, Chief of Police for the City of Marinette, Wisconsin will be retiring from his position effective November 2001. We wish Roger and his family well in his retirement.

Jeffrey Roemer, Society Treasurer and Senior Manager with Group 1 Resources, Menasha, Wisconsin was recently appointed to the American Academy of Certified Public Managers Marketing Committee. Congratulations Jeff!

WSCPM - Officers for 2001

President: Ronald L. Buchholz, Architect

Deputy Administrator
Safety and Buildings Division
Wisconsin Department of Commerce
P.O. Box 2599
Madison, Wisconsin 53701-2599

Voice: 608/266-1817
Email: rbuchholz@commerce.state.wi.us
buchmary@execpc.com (Home)
Fax: 608/266-9946

President Elect: Richard F. Holden

Community Development Manager
Village of Plover
P.O. Box 37
2400 Post Road
Plover, Wisconsin 54467

Voice: 715/345-5250
Email: rholden@village.plover.wi.us
rholden@coredcs.com (Home)
Fax: 715/345-5253

Secretary: Donald J. Phillips

Engineer
Green Bay Fire Department
1321 Oasis Drive
Green Bay, Wisconsin 54313

Voice: 920/497-9674 (Home)
920/448-3278 (Work)
Email: djp@new.rr.com
Fax: 920/497-1367

Treasurer: Jeffrey Roemer

Group 1 Resources, Inc.
1334 Applewood Drive
Menasha, Wisconsin 54952

Voice: 920/727-1000
Email: jeffroem@aol.com
Fax: 920/727-1003

Board of Directors (All of the above and:)

Director-at-Large: Michael J. Casey

Zoning Administrator
Oneida Nation in Wisconsin
P.O. Box 365
N7332 Water Circle Place
Oneida, Wisconsin 54155

Voice: 920/869-4508
Email: mmikecasey@aol.com
Fax: 920/869-1610

2001
WISCONSIN SOCIETY OF CERTIFIED PUBLIC MANAGERS
“MANAGER OF THE YEAR” AWARD NOMINATION FORM

Name of Nominee: _____

Name, signature and telephone number of Nominator:

To be considered, **nominations must be postmarked no later than August 31, 2001**, and returned to:

Ron Buchholz, President, WSCPM
Deputy Administrator, Division of Safety and Buildings
P.O. Box 2599
Madison, Wisconsin 53701-2599
Phone: 608/266-1817
FAX: 608/266-9946

INSTRUCTIONS: Attach no more than 4 pages of the information specified in the Nomination Criteria. Nominations shall include the name and telephone number of at least one reference who can attest to the accuracy of the information provided on each of the three categories listed in the Nomination Criteria.

NOMINATION CRITERIA:

I. STATE SOCIETY ACTIVITIES/INVOLVEMENT (50 Points) - Offices held, involvement and leadership in Society and Wisconsin CPM Program activities including committee assignments, special projects, teaching and year(s) of service.

Offices held at State Level and Year(s) of Service; Committee and Program Involvement - Name of Committee(s), Courses Taught, Special Projects Completed, Other Activities, Year(s) of Service

II. CAREER ACCOMPLISHMENTS (30 Points) - List of Activities that can be considered to be career, job-related accomplishments. Highlight areas, which will illustrate specific and/or unique leadership qualities, innovations and contributions to management. Do not include a job description or a listing of tasks.

III. COMMUNITY SERVICE (20 Points) - List activities that illustrate community involvement. List areas, which highlight leadership qualities within community service and year(s) of service.

DEADLINE FOR SUBMISSION IS AUGUST 31, 2001

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WISCONSIN SOCIETY OF CERTIFIED PUBLIC MANAGERS “MANAGER OF THE YEAR” AWARD GUIDELINES

The WSCPM “Manager of the Year” Award is presented annually to an active member of the Wisconsin Society of Certified Public Managers who through their efforts has made the greatest contribution to the Society, the state of Wisconsin, or the prestige of the CPM image. The President of the Society is empowered to select the award recipient.

NOMINATION CRITERIA

I. STATE SOCIETY ACTIVITIES/INVOLVEMENT (50 Points) - Offices held, involvement and leadership in Society and Wisconsin CPM Program activities including committee assignments, special projects, teaching and year(s) of service.

Offices held at state level and year(s) of service, committee and program involvement - Name of committee(s), courses taught, special projects completed, other activities, year(s) of service

II. CAREER ACCOMPLISHMENTS (30 Points) - List of activities that can be considered to be career, job-related accomplishments. Highlight areas, which will illustrate specific and/or unique leadership qualities, innovations and contributions to management. Do not include a job description or a listing of tasks.

III. COMMUNITY SERVICE (20 Points) - List activities that illustrate community involvement. List areas, which highlight leadership qualities within community service and year of service.

PROCEDURES/GUIDELINES FOR SUBMITTING NOMINATIONS

1. Both the award nominee and the nominator must be Society members in good standing.
2. No previous “Manager of the Year” recipient will be eligible for nomination.
3. Any WSCPM member may make nominations. The nominator must sign the form as verification of the accuracy of the information it contains.
4. The nomination form must be completed by the nominator and submitted to the Society President no later than **August 31, 2001**. Any nominations postmarked after August 31, 2001 will not be considered.
5. The nomination must be made using the nomination form or a reasonable facsimile. The nomination cannot exceed four pages, excluding the cover page. The nomination may not be typed in less than a font size 11. Computer generated nominations are acceptable; however, the nomination must follow the format of the nomination form. Any nominations in excess of four pages or deviating from procedures shall have points deducted from the nomination.
6. The nomination should be written clearly and concisely. Short “bullet” statements of accomplishments are preferred, supported by brief descriptive comments where necessary for clarification. There should be specific details to support the accomplishment. Long flowery descriptions should be avoided.

The success of a particular nominee depends not only upon their accomplishments, but also upon how well the nomination form is able to convey those accomplishments to the evaluators that may or may not have personal knowledge of the nominee.

“MANAGER OF THE YEAR” AWARD

1. The “Manager of the Year” Award is presented at the annual Fall Meeting of the Society.
2. The “Manager of the Year” Award is an annual award presented to an active member of the Wisconsin Society of Certified Public Managers who through their efforts has made the greatest contribution to the Society, the state of Wisconsin, or the prestige of the CPM image.

SELECTION AND NOTIFICATION PROCESS

1. The President of the Society is responsible to submit a call for nominations article with instructions and the attached nomination form for publication in the Society’s newsletter. This article should be published in a winter/spring Newsletter in order to provide wide publicity and sufficient time for the nominations.
2. The President will review the nominations received, verify the validity of each and select the recipient. The President will notify the Society Board of Directors upon making the selection.
3. The President should allow approximately one week after nominations are due to receive certified mail nominations, if any, which may meet the postmark due date.
4. The President, after notification to Board Members, will notify the recipient, in writing at least one month in advance of the annual Fall Meeting so arrangements can be made for the recipient to be present. The Award will be presented at the annual Fall Meeting of the Society. The President will also notify, in writing, the nominees not selected prior to the annual Fall Meeting.
5. The President (or designee) shall be responsible for obtaining the award and arranging for the needed engraving and other related tasks so that the award can be presented at the annual Fall Meeting.
6. The President shall retain all nominations and related materials until after the Award is presented and then shall destroy the nominations and related materials.

PRESENTATION OF THE AWARD

1. The President (or designee) is responsible for extending an invitation and handling logistics and associated expenditures for the award.
2. The President is responsible for making the formal presentation of the award at the annual Fall Meeting of the Society.
3. The President is responsible for arranging appropriate publicity to ensure that the recipient and the Society receive the recognition deserving of the award. Appropriate notifications should appear in the newsletters and publications of the Wisconsin CPM program, the Wisconsin Society of CPM, local media appropriate to the recipient and the recipient's employer.

HISTORY – WISCONSIN SOCIETY OF CERTIFIED PUBLIC MANAGERS

The Wisconsin CPM Program was formally established in 1992 and became accredited by the National Certified Public Managers Consortium in 1993. The AACPM accepted Wisconsin as a member state in 1994.

The Wisconsin Society of Certified Public Managers (WSCPM) was founded on June 5, 1993, by the first eleven participants to graduate from the Wisconsin CPM Program plus the Wisconsin CPM Program Director, Dr. Susan Paddock. Those twelve (John A. Anchor, Dennis Dancker, Norma DeHaven, Steven Hoese, Milton L. Howell, Jr., Joan McArthur, Thomas Olshanski, Elaine Olson, Dr. Susan Paddock, Thomas Romdenne, Arlene Siss and Reed Woodward) became the twelve charter members of the Society.

The graduation of the first CPM class from the University of Wisconsin occurred in September 1993. The WSCPM was “officially” recognized following the graduation of that first class.

The Society set a goal to meet quarterly. Dr. Donald Nichols, Director of the Robert M. LaFollette School of Public Affairs at the University of Wisconsin - Madison, was the keynote speaker at the first regular Society meeting.

The Society set an ambitious set of objectives and goals as follows: 1) Develop programs to continue our own professional growth; 2) Provide mentoring for CPM students; and 3) Market CPM as the best management training applicable to all levels of Wisconsin government. In addition the Society decided to explore the possibility of sponsoring Wisconsin labor law educational clinics for private sector employers as a means of generating WSCPM scholarship funds.

The first officers of the Society were President Joan McArthur, Vice-President Tom Olshanski and Secretary/Treasurer Norma DeHaven. On September 20, 1993, the Society adopted its constitution and by-laws. Initial annual membership fees were set at \$60 for the period of time ending December 31, 1994 and \$35 per year thereafter.

On March 8, 1994, the Society sponsored its first WSCPM Continuing Education Series course entitled “Flashpoint: When Values Collide,” which was held at the University of Wisconsin-Madison Wisconsin Center.

Eight months later on March 8, 1994, the Wisconsin Society of Certified Public Managers was accepted as a member state society of the American Academy of Certified Public Managers (AACPM).

New Society Officers were elected in 1995 with Steven Hoese elected President, Jack Anchor as Vice-President, Carol Smith as Secretary and Norma DeHaven as Treasurer. Society Membership grew to twenty-five members. Significant Society achievements during Steve Hoese’s Presidency included holding Society leadership meetings outside the Madison area, creating and distributing Society pins, meeting American Academy obligations, participating at the AACPM Annual Conference/Training Symposium, Society officers greeting new CPM graduates, and creating/distributing a Society promotional brochure.

The second Wisconsin CPM Graduation ceremony took place in the Senate Chambers of the State Capitol on February 1, 1995. Ten graduates received their CPM Certification. The following Spring (1996), eleven additional graduates received their CPM Certifications.

Steve Hoes represented the Society at the eighth annual AACPM Conference/Training Symposium held in Louisville, Kentucky in early summer 1996.

New Society Officers were elected at the fall 1996 annual Meeting with Reed Woodward being elected President, Cathy Williquette elected Vice-President, Norman Halfen elected Secretary, and Jeff Roemer elected Treasurer. Society membership at this time was twenty-one members. Under Reed's presidency and leadership, the Society created new letterhead and established the following committees: Fall In-Service; Training; and By-laws. The Society also hosted an educational seminar entitled "Disciplining Public Employees: Legal Rights" on October 30, 1997 in Green Bay, Wisconsin with a record registration of 73 attendees.

The Wisconsin CPM Program graduated its fourth class in the spring, 1997 with twelve graduates receiving their CPM Certifications. On February 20, 1998, the fifth Wisconsin CPM Program Graduation took place at the State Capitol with twelve new graduates receiving their CPM Certifications.

The Wisconsin CPM Program began the re-accreditation process with the National Certified Public Managers Consortium in 1997. That process took two years and the Society was represented on the State's Program Re-Accreditation Committee, which worked during 1997 and 1998. The Wisconsin CPM Program was re-accredited in 1998.

Election of Officers took place at the Fall, 1997 annual Society Meeting. The elections resulted in Cathy Williquette being elected President, Ron Buchholz being elected Vice-President, Jeff Roemer being re-elected Treasurer, and Norm Halfen being re-elected Secretary. Mike Casey was elected as a Board Member-at-Large. Terms of the officers were extended to a two-year period of time and the by-laws were amended accordingly, Society membership grew to thirty-five and a new four committee structure was developed and instituted with separate committees for: Election; Membership; Program; and Finance.

During Cathy's first year as President (1998), the Society sponsored two educational seminars; "Nuts & Bolts of Indian Law" and "Building Code Effectiveness Grading Schedule." Other notable achievements during that first year of Cathy's leadership included founding the Society's newsletter, re-writing and updating the Society by-laws, reinstating/updating the Society's promotional brochure, increasing attendance at Society meetings and Society members proactively participating at CPM graduation ceremonies. The Society also secured representation on the Wisconsin CPM Program Policy Board in 1998.

The Society also sent three representatives to the AACPM annual Conference/Training Symposium/House of Delegates meeting in Biloxi, Mississippi in June 1998. The first Wisconsin recipient of the George Askew Award, Kathy Hanson, was recognized at the banquet. Society Treasurer Jeff Roemer was one of the training presenters at the Symposium.

During the second year (1999) of Cathy's presidency, the Society officers remained unchanged, except Jeff Roemer agreed to serve as the Society's Secretary/Treasurer. Also during the second year of Cathy's leadership, the Society sponsored three educational seminars "Managing Individuals with Disabilities and Serious Health Conditions"; "Effective Discipline of Public Employees: Legal Rights"; and "Electronic Mail & Internet Usage". A significant achievement was the development of the Society's annual "Manager of the Year Award." The Society's representative on the Wisconsin CPM Program Policy Board, Ron Buchholz, became Secretary to that board in 1999 and continues to serve in that capacity at the time of this article.

Ronald L. Buchholz was selected as the Society's first (1999) "Manager of the Year" Award recipient. The Board also nominated him for the Year 2000 AACPM Henning Trophy, Wisconsin's first nominee for the Trophy.

On February 26, 1999, the State Capitol was again the location for the sixth Wisconsin CPM Program Graduation Ceremony with sixteen graduates receiving their CPM Certifications. The Wisconsin CPM Program also established a Law Enforcement Management Program in conjunction with the Wisconsin State Patrol Academy in 1998. The first graduating class from that program (and the seventh CPM Graduation Class) was honored on June 17, 1999 with twenty-six law enforcement managers from both local and state agencies earning their CPM Certifications.

Elections were held for Society officers at the Fall, 1999 annual meeting. The results of the election for years 2000/2001 were as follows: Ron Buchholz, President; Richard Holden, Vice-President; Donald Phillips, Secretary; Jeffery Roemer, Treasurer. Society membership at the beginning of Year 2000 was thirty-nine.

Under Ron's presidency and leadership during 2000, the Society brochure was updated and received a new look; the Society sent a record five representatives to the AACPM Annual Conference/Training Symposium/House of Delegates Meeting in Saint Petersburg, Florida; Kevin Hurst attended the AACPM Conference as Wisconsin's George F. Askew Award recipient; Ron attended the Conference as Wisconsin's Year 2000 Henning nominee; and Jeff Roemer again served as a Symposium Training presenter. The Society also sponsored two educational seminars: "Records Management"; and "Process Engineering."

The Society and the Wisconsin CPM program jointly founded the Carol Smith Memorial Scholarship during the year in recognition of Carol Smith, a 1995 program graduate. Carol lost a battle to cancer and was the first program graduate to pass away. The first recipient of the scholarship, Susan Tarver-Harris, was named in late 2000 for a scholarship beginning in 2001. The scholarship is directed towards women public sector managers of color, who have made significant service contributions to their local communities. Ultimately, four concurrent scholarships will be in place.

On April 28, 2000, the eighth Wisconsin CPM graduation took place with 17 graduates receiving their CPM Certifications. The ninth CPM (and second Public Law Enforcement Management [PLEM] Program) Graduation took place on June 22, 2000 with 22 law enforcement managers receiving their CPM Certifications.

Past Society President and current Brown County Register of Deeds, Cathy Williquette, was named the second WSCPM "Manager of the Year" at the Fall, 2000 annual meeting held in Green Bay Wisconsin. The year ended with a November 10, 2000 tenth Wisconsin CPM Program Graduation ceremony for 8 managers from the City of Beloit, Wisconsin.

As calendar year 2001 began, the Society officers remain unchanged. Two Society sponsored training opportunities have been planned for Spring and Fall, 2001. The training is entitled "Dealing with Violence and Threats in the Workplace" and will be held twice, due to the timeliness of the subject matter. An additional training opportunity is also under consideration.

The Wisconsin CPM Program held its eleventh Graduation Ceremony at the State Capitol on April 20, 2001 with 15 graduates receiving their CPM Certifications. The CPM/Public Law Enforcement Management (PLEM) Program will graduate its third class of 23 participants at the twelfth CPM Program Graduation Ceremony to be held at the State Patrol Academy on June 21, 2001.

At least three Society members will attend the June, 2001 AACPM annual Conference/Training Symposium/House of Delegates Meeting in Scottsdale, Arizona. The Society Board has nominated Ron Buchholz as the Wisconsin representative for the Year 2001 AACPM Henning Trophy.

The Board is also planning a two-day Training Conference for the Spring of 2002 to be held in Green Bay, Wisconsin. This two day Conference will serve as logistical experience for the Society's hope of hosting an AACPM annual Conference in the near future.

Currently, the Society has fifty members. Five of the original twelve charter members remain active in the Society today. The election of new Society officers will take place at the Society's annual Fall Meeting.