

# Cedar Valley Views

*Celebrating 30 Years in the Cedar Valley!*

## APICS

February 2004

**Build Your Business—  
Build Your Team—  
Build Your Career**

APICS and our Cedar Valley Chapter offer almost unlimited opportunities to improve your career, your work team, and your enterprise.

**Maximize your  
Membership ROI—  
Be an active member!**

**CPIM & CIRM  
Certification Programs**

are a great way to develop and motivate your resource management individuals or teams. Visit the Cedar Valley APICS website for more info on the programs and a schedule of local review courses and exams for 2004

**Newsletter Distribution**

Want to be added to our Newsletter distribution? Just title an Email "CDVA Newsletter" & send it from your Email address to: rick.held@mchsi.com

**Visit Your Website:**

[www.cedarvalleyapics.org](http://www.cedarvalleyapics.org)

### **Register for our Feb 10<sup>th</sup> PDM:**

Gale Mote's "Nobody Ever Washes a Rental Car!"  
Strategies for Creating Ownership and Accountability  
in the Workplace  
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### **January Oral – B Tour had 49**

#### **attendees**

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### **Focus on APICS Certification!**

CPIM--Certified in Production and Inventory Management  
"Basics of Supply Chain Management" begins April 8<sup>th</sup>, a great opportunity to start the sequence and begin earning your CPIM!  
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### **Fundamentals of Inventory Workshop - March 26**

Friday, March 26, 2004 8:00 AM – 5:00 PM

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### **Focus On Chapter Continuity—We Need You!**

Board of Director Elections to be held at April PDM

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### **Upcoming PDM's**

Feb 10 <sup>th</sup>	Gale Mote - Motivational
Mar 9 <sup>th</sup>	Plant Tour – Lear Corporation
Apr 13 <sup>th</sup>	John P Besong – E-business
May 12th	Golf Outing

### **We're Cedar Valley APICS**

We're the local chapter of APICS—the American Production and Inventory Control Society, an international organization with 70,000 members in 20,000 companies worldwide. Locally, we're the Cedar Valley APICS Chapter—120 members from 40 companies in Cedar Rapids, Iowa City and the surrounding area. We're a non-profit volunteer organization, dedicated to providing leading edge learning opportunities, professional certification, networking, and access to the education resources of APICS International.



# Cedar Valley APICS

Cedar Valley Chapter  
Board of Directors 2003-2004

Contact any board member for information on service and leadership opportunities beginning in 2004.

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<b>Director of Communications</b> Rick Held CPIM Maytag Appliances - Amana Refrigeration Products (319) 622-2561 W, (319) 377-9606 H E-Mail: <a href="mailto:rick.held@mchsi.com">rick.held@mchsi.com</a>	<b>Director of Marketing</b> Open	<b>Director of Student Activities</b> Open
<b>Director of Website</b> Kai Stark Frontier Natural Products Phone: 319-227-7996 E-Mail: <a href="mailto:kai.stark@frontiercoop.com">kai.stark@frontiercoop.com</a>	<b>Director-At-Large</b> Kay Pelusi Rockwell Collins (319)295-4361 E-Mail: <a href="mailto:kmpelusi@rockwellcollins.com">kmpelusi@rockwellcollins.com</a>	<b>Director-At-Large</b> Tim Soukup Rockwell Collins (319)295-9574 E-Mail: <a href="mailto:trsoukup@rockwellcollins.com">trsoukup@rockwellcollins.com</a>

**Cedar Valley APICS**, a nonprofit educational organization and the local chapter of APICS International, has been serving its members and the Cedar Rapids, Iowa City, and surrounding business community since 1972. Our mission is to develop, promote, and recognize the professional management of resources by individuals and enterprises.

**Cedar Valley Views**, the chapter's monthly newsletter, is available to members by email. Interested nonmembers may request inclusion on our "Friends of CDVA" email distribution by contacting [rick.held@mchsi.com](mailto:rick.held@mchsi.com). The newsletter may be forwarded to interested parties; articles may be reprinted with permission from Cedar Valley APICS.

**Special thanks to Cedar Valley Company Coordinators, our behind-the-scenes recruiters of new members, PDM attendees, and Certification students:**

<b>Jim Milden</b> CPIM CIRM	Apache Hose & Belting Inc.	<b>Debra Pingel</b> CPIM	Cargill Inc.
<b>Cathy Bolton</b> CPIM	Lear Corporation	<b>Julie Stull</b>	Rockwell Collins
<b>Larry Fenner</b>	Cryovac	<b>Patricia Schiel</b>	Evergreen Packaging Equip.
<b>Marilyn Kies</b> CPIM	Genencor International Inc.	<b>Nancy Dean</b>	Hunters Specialties Inc.
<b>Kirk Watson</b>	Kirkwood Community College	<b>Daniel Grobe</b> CPIM	Kinze Manufacturing Inc.
<b>Gregg Stark</b> CPIM CIRM	McLeod USA	<b>Steve Rose</b> CPIM	Midland Forge
<b>Marty Novak</b> CPIM	Oral B	<b>Steve Schmitz</b> CPIM	Penford Products Co.
<b>Dave Capouch</b> CPIM	PMX Industries Inc.	<b>Kay Driscoll</b>	Quaker Oats Company
<b>Rick Held</b> CPIM	Maytag Appliances – Amana	<b>Mary Smith</b>	Siemens Trans Systems
<b>Todd Peterson</b> CPIM	CorrFlex Display & Packaging	<b>Darin Grice</b>	Klein Tools
<b>Eric Van Roekel</b>	Proctor and Gamble Co.	<b>Ken Nelson</b>	Norwood - Souvenir

**February Meeting by Cedar Valley APICS**

**Topic: "Nobody Ever Washes a Rental Car!"**

*Strategies for Creating Ownership and Accountability in the Workplace*

**Presenter: Gale Mote CPIM**  
 Principal, Gale Mote Associates  
 319-364-2739 gjmote@cssconsulting.com



**When: Tuesday, February 10, 2004**  
 6:00 PM Networking  
 6:30 Chapter Business  
 6:45 Dinner  
 7:30 Program

**Where: Longbranch Hotel & Restaurant**  
 90 Twixt Town Rd NE, Cedar Rapids, IA

**Brief Description:**

Supply Chain Managers must be capable of leading change, maximizing human capital, and getting/keeping great talent. This presentation will focus on what all managers dream of: a work environment where team members actively and enthusiastically accept responsibility and are accountable to implement strategies critical for success. Lean Initiatives and continuous improvement demands employees who are actively engaged at every level in the organization because they want to, not because they have to! This workshop is about much more than empowerment or delegation! Supply Chain Leaders who attend this workshop will walk away with a practical approach to enlisting the support of their associates in a way that builds commitment, enthusiasm, and positive results!

**Reservations are due by Friday, February 6th \$20.00 payable at check in** (No-shows are billed.)

Contact Cedar Valley APICS Director of Programs Kavi Parupally,  
 Phone (319) 295-6280, E-Mail [kkparup9@rockwellcollins.com](mailto:kkparup9@rockwellcollins.com), or FAX (319) 295-7400

Name: \_\_\_\_\_ Co.: \_\_\_\_\_  
 Name: \_\_\_\_\_ Co.: \_\_\_\_\_  
 Name: \_\_\_\_\_ Co.: \_\_\_\_\_

## **More info on Gale Mote**

When people come to Gale's presentations and workshops, they usually leave with one key question, "*Where does she get that energy?*" For over 13 years, Gale has been designing and delivering motivational workshops and training classes for all types of industry and organizations. Her firm, Gale Mote Associates, specializes in High Performance Work Cultures, core interpersonal skills training, and organizational development consulting. Her sessions are creative, energizing, participant-centered and get results! Prior to starting her own company in 1990, Gale worked for various manufacturing enterprises including Square D Corporation, Quaker Oats, and Intermec Technologies Corporation.

Gale is Certified in Production and Inventory Management (CPIM) by the Educational Society for Resource Management (APICS). She is an active member in APICS, the American Society for Training and Development (ASTD), the National Purchasing Management Association (NAPM), the Society for Human Resource Management (SHRM), the Association for Quality and Participation (AQP), the American Society for Quality (ASQ), and the American Compensation Association (ACA). She has been twice honored by the Cedar Rapids YWCA Tribute to Women of Achievement. Gale is a recognized lecturer in Who's Who in Business Higher Education. Gale is a Summa Cum Laude graduate of Coe College with multiple degrees in Business, Economics, and Education. She holds a Masters in Business Administration from the University of Iowa where she is an adjunct instructor in the Evening MBA program.

## **January 13<sup>th</sup> Oral – B Tour had 49 attendees**

Special thanks to Marty Novak for setting up this tour; and to Bill Anciaux, Sean Clipperton, Darin Price, Pat Schmidt, Janeen Trachta, Greg Hagarty, Casey Gustavson, Brian Sieverding, Wade Gerdemann and Cindy Noack, our tour guides and greeters. Having been involved with the preparations for the Maytag tour in October, I know the work involved with setting up these tours. Marty and the others did an outstanding job.

Oral – B is a very clean and organized facility, everywhere you looked there were footprints on the floor to show where things belonged. "A place for everything and everything in its place." Kanban cards and visual boards showed the status of orders at all times and gave the operators clear direction on the next product that needed running.

Those that attended also were treated to a nice box lunch after the tour and went home with a goody bag "full" of Oral – B products. I doubt I will ever need to buy another toothbrush again and my 5 year old loved all the magnets and Rugrat tattoos. Thanks again Oral – B for a wonderful tour.

Attending were Rick Held, Dave Adams, Steve Sandersfeld, Dennis Schropp, Dennis Simonsen, Denny Larsen, Richard Holland, Maytag; Kavi Parupally, Tim Soukup, Kay Pelusi, Kurt Carr, Jennifer Stanfield, Kirk Schroeder, Alan Averhoff, Larry Robinson, Kay Landuyt, Gerry Lowry, Kelani Parisien, Mary Knutson, Maureen Ryan, Shawn Phillips, Rockwell Collins; Cathy Bolton, Larry Bolton, Lear Mfg; Steve Schmitz, Penford Products; Steve Wedgewood, Joe Miller, Duane Meek, Stan Schmidt, Diane VonAhsen, Kinze Mfg; Dave Beastrom, Norwood Souvenir; Kevin Schmitz, Lee Staszak, Evergreen Pkg; Dave Alatalo, Doug Roman, Jack Parisien, Jeff Erger, John Brockardt, Michele Swartz, Nancy Dean, Rusty Richardson, Steve Mortimore, Hunters Specialties; Jim Mildren, Barry Shaw, Sean Williams, Apache; Greg Stark, Jeremy O'Brien, McLeod; Peggy Stark, Technicom; Yan Wang, University of Iowa; Teresa Heitman.

## FOCUS ON APICS CERTIFICATION

### CPIM--Certified in Production and Inventory Management



CPIM Instructor Jim Milden

CPIM provides a common basis for individuals and organizations to evaluate their knowledge of the evolving field of production and inventory management. Introduced in 1973 and reconfigured in 2000, CPIM continues to live up to its mission of educating individuals in the concepts, tools, terminology, and integration of topics across operations functions. The program has helped over 66,000 professionals learn to predict outcomes more accurately and take actions that achieve results, gain peer and industry recognition, and contribute to their organizations' success through increased efficiency across the processes of the supply chain. The CPIM program incorporates a business process orientation. The five individual modules are integrated and follow a progression of understanding. Participants are highly encouraged to pursue training and testing in sequence.

1. **Entry module: Basics of Supply Chain Management**—Terminology and basic concepts related to managing the complete flow of materials from suppliers to customers.
2. **Business process modules: Master Planning of Resources, Detailed Scheduling and Planning, and Execution and Control of Operations**—Available methods and techniques to drive processes and the application of these techniques.
3. **Capstone module: Strategic Management of Resources**—Choosing the appropriate methods and techniques for specific needs and fostering an appreciation for the integrated nature of operations.

**The entry module: Basics of Supply Chain Management will start April 8<sup>th</sup>, a great opportunity to start the sequence and begin earning your CPIM. Write it into your goals and budget for 2004!**

Cost per course is \$450.00 which includes instruction, workbook, exam content manual, sample test, and CPIM certification exam.

Contact Jim Milden, Cedar Valley APICS' Director of Education for more information. Phone (319) 365-0471 Ext 293 or email [jim.milden@apachehb.com](mailto:jim.milden@apachehb.com).

### APICS CPIM Review Course Schedule: 2004-2005

COURSE	REGISTRATION DEADLINE	LOCATION	START DATE	END DATE	EXAM DATE
Basics of Supply Chain Mgmt	Apr 5	Amana Room, Iowa Hall	Apr 8	Jun 10	Jun 12
Execution & Control of Ops	Sep 6	TBA	Sept 9	Nov 11	Nov 13
Strategic Mgmt of Resources	Jan 2005	TBA	Jan 2005	Apr 2005	Apr 2005

## **Fundamentals of Inventory Workshop - March 26**

Sponsored by Cedar Valley APICS & Kirkwood Community College

*In these challenging times, are you getting a satisfactory return on your inventory investment?  
Do you understand the impact inventory has on the growth & development of your organization?  
Are you taking advantage of the strategic potential of a well-managed inventory?*

### **“Fundamentals of Inventory Management” will:**

**Introduce** essential vocabulary and skills needed to identify and apply the basic concepts of inventory management.

**Provide** participants with the essential tenets, techniques, and terminology of inventory management.

**Include** the basic methods of planning & controlling inventory in manufacturing, wholesale distribution, service, & retail environments.

### **Who will benefit?**

- **Managers** in all phases of Operations
- **Planners** for Operations, Production, Inventory, Logistics
- **Supervisors** of Warehouses and Distribution Centers

### **Which topics will be addressed?**

- Inventory Functions
- Lot-sizing and Safety Stock
- Perpetual Inventory Systems
- Periodic Inventory Systems
- Time-phased inventory Systems
- Forecasting and Safety Stocks
- Record Accuracy and Cycle Counting

**Friday, March 26, 2004 8:00 AM – 5:00 PM**

**Instructor: Jim Milden**

**KTOS – Kirkwood Training & Outreach Services Center**

**3375 Armar Drive, Marion, Iowa**

### **Register Through Kirkwood Community College**

To register for course # 221447, “Fundamentals of Inventory,” follow the easy phone registration instructions in the latest issue of the Kirkwood Catalog, or phone 398-1022 or 1 (800) 332-8833 for assistance. You may register online at [www.foryourlifetime.com](http://www.foryourlifetime.com). Payment options include company billing, credit card, or check. If you are interested in company billing, call Gayle Kennedy at 398-5623. Space is limited to the first 30 registrants.

Cost per workshop registrant is \$195.00, which includes instruction, class materials, and extensive workbook with examples. Lunch will be on your own.

## **Focus On Chapter Continuity—We Need You!**

Following are brief summaries of the role and responsibilities of each current position on the CDVA Board. Ongoing members have expressed their willingness to demonstrate flexibility, change jobs, and learn new skills, so please assume that any position is open. A tremendous amount of support is available in the APICS Chapter Operations Manuals and through Region 5 training sessions.

If you are interested in APICS, interested in learning, growing, and making a difference, we are interested in you. Please contact President Julie Stull, or any of the other current CDVA Board members listed on page 2.

**President** is responsible for understanding the appropriate operating manuals, ensuring development of an annual plan, leading board and chapter meetings, recruiting directors, ensuring chapter operates within budget, maximizing progress toward achieving chapter goals.

**President-elect** is responsible for understanding appropriate operating manuals, preparing the annual “Passport” chapter performance assessment, training to assume position of President, providing leadership for special events, and leading the chapter in the absence of the President.

**Past-president** is responsible for coaching the President and other Directors, preparing the annual “Passport” chapter performance assessment, providing leadership for special events, and providing continuity to leadership transitions.

**Historian** is responsible for the organization, maintenance, and storage of the chapter’s historical records, researching and assisting in recognition of past leaders, noteworthy achievements, or significant milestones.

**Director of Finance** (Treasurer) is responsible for understanding the appropriate operating manual, maintaining chapter financial records, executing bank deposits, issuing checks, preparing the annual budget (with input from program directors), preparing monthly and year-end financial reports, submitting the annual tax filing, and analyzing any proposed changes in dues or pricing for services.

**Director of Administration** (Secretary) is responsible for understanding the appropriate operating manual, preparing minutes of board minutes and chapter business meetings, maintaining and updating chapter bylaws and policies, performing official correspondence.

**Director of Marketing** is responsible for understanding the appropriate operating manual, developing an annual chapter marketing plan, maintaining an annual chapter planning calendar, preparing and distributing news releases and supporting efforts of Programs, Education, Communication and Website Directors.

**Director of Education** is responsible for understanding the appropriate operating manual, recruiting and leading an Education Team (approx. 3 members), maintaining an ongoing schedule of courses, listing scheduled courses with APICS Society Headquarters, scheduling certification testing, recruiting qualified instructors, maintaining a cooperative partnership with Kirkwood Community College, ensuring recognition of students completing courses and achieving certification, and coordinating publicity with the Directors of Marketing and Communication.



## **Focus On Chapter Continuity—We Need You (continued)**

**Director of Programs** is responsible for understanding the appropriate operating manual, recruiting and leading a Program Team (approx. 3 members), developing the annual Professional Development Meeting schedule, coordinating arrangements for speakers and PDM's, following up with evaluations and presenter appreciation, coordinating publicity with the Directors of Marketing and Communication.

**Director of Membership** is responsible for understanding the appropriate operating manual, recruiting and utilizing company coordinators, encouraging membership renewal, responding to new member leads, initiating a proactive membership recruitment program, maintaining the membership database, briefing the board on membership status and recruitment activity, recognizing new members, and coordinating publicity with the Directors of Marketing and Communication.

**Director of Communication** is responsible for understanding the appropriate operating manual, developing an annual newsletter editorial plan, publishing monthly newsletters, delivering newsletters by email, preparing the annual "Fit to Print" newsletter evaluation submission, and coordinating publicity and newsletter content with the Marketing Director.

**Director of Student Activities** is responsible for understanding the appropriate operating manual, promoting the awareness and involvement of students and faculty from Kirkwood, Coe, Mt. Mercy, and the University of Iowa in courses, PDM's, and other chapter activities, and assisting to secure guest speakers or tours for student groups.

**Director of Website** is responsible for maintaining the chapter website, including timely updates of calendars and documents, archiving of reference information, and coordinating efforts with service providers.

**Directors At Large** (2) are responsible for assisting other Directors, serving in a staff or leadership role for special chapter activities, and assuming the responsibilities of an unexpectedly absent director.

### **Help For Our "Downsized" APICS Members**

**"Seeking Employment" advertisement** in our Cedar Valley Views newsletter—Quarter-page ad FREE to unemployed Cedar Valley APICS members. Copy due 15<sup>th</sup> of the month. Contact Rick Held.

**APICS Career Center**—all candidates may search jobs, but only APICS members receive the added benefits of posting resumes and receiving email alerts when new positions are listed. Visit the APICS Career Center at [www.apics.org](http://www.apics.org), phone (800)444-2742, or email [jobs@apicshq.org](mailto:jobs@apicshq.org).

**Benefits Extension for Unemployed Members Program**—a six-month extension of membership benefits without cost. Contact Julie Stull for more info and an application.

### **Job Postings**

A separate e-mail distribution list has been set up for these job postings. If you would like to receive these postings, please contact [rick.held@mchsi.com](mailto:rick.held@mchsi.com) and ask to be added to the job postings list. You can have the newsletter and these job postings sent to different email addresses if you like.

*We welcome your inquiries regarding articles, submissions, advertising, address changes, etc. The deadline for each monthly issue is the 15<sup>th</sup> of the preceding month. Please contact the editor, Rick Held at (319) 622-2561 or [rick.held@mchsi.com](mailto:rick.held@mchsi.com) for more information.*