

**Utah Society of Certified Public Managers
Annual Report to the
American Academy of Certified Public Managers
February 10, 2003**

Society Name: Utah Society of Certified Public Managers

Society Address: Utah Society of Certified Public Managers
c/o Utah Department of Human Resource Management
2120 State Office Building
Salt Lake City, Utah 84114-1531

2002 Officers and Board of Directors:

Officers

President:	Gerry Satterlee
President-Elect:	Suzanne Briscoe
Past President:	Julie R. Felice
Secretary:	Nicole S. Starks
Treasurer:	Mel Castillo

Directors / Committee Chairs

Bylaws:	Happi T. Hansen
Manager of the Year:	Daniel Engh
Membership:	Bill Newton
Newsletter/ Public Information:	Violet Smit
Programs:	Gerry Satterlee, acting formerly Pam Harvey

Other Individuals

Newsletter Editor:	Larene Wyss
Webmaster:	Craig Odekirk

2003 Officers and Board of Directors:

Officers

President:	Suzanne Briscoe
President-Elect:	Mel Castillo
Past President:	Gerry Satterlee
Secretary:	Nicole S. Starks
Treasurer:	Kent Naisbitt

Directors / Committee Chairs

Bylaws:	Letty Debenham
Manager of the Year:	Daniel Engh
Membership:	Craig Coulson
Newsletter/ Public Information:	Violet Smit
Programs:	Happi T. Hansen
At Large:	Cyndy Nelson

Other Individuals

Newsletter Editor:	Larene Wyss
Webmaster:	Craig Odekirk

2002 Society Objectives and Accomplishments

- *Participate in a full partnership with the Utah Department of Human Resource Management in sponsoring the 4th Annual Managers' Conference in May 2002*

The 4th Annual Managers' Conference was successfully held Thursday, May 16, 2002, at the Grand Building at the Utah State Fairpark. Jim Farrell, Managing Director of the Arbinger Institute, gave a day-long presentation on Leadership and Self-Deception, the Choice, the Results, the Secret. Attendance was 331, which was capacity for the venue. Despite a reduction in the conference registration fee to \$75, a total profit of over \$13,800 was generated and split equally between USCPM and DHRM. Evaluations by attendees were positive.

- *Begin planning with the Utah Department of Human Resource Management for the 5th Annual Manager's Conference to be held in May 2003.*

Planning for the 2003 conference is underway. The Conference Co-Chairs are Suzanne Briscoe, USCPM President-Elect, and Cas Ophiekens, DHRM.

- *Continue the development of a Society Strategic Plan supporting the Society's Mission, Vision, and Values, including Action and Monitoring Plans.*

The Report of the Society's Strategic Planning Committee was accepted by the Board of Directors in January 2002. After comments from Society members and further work by the Committee, the Strategic Plan was adopted by the Board in September 2002. Work continues on developing Action and Monitoring Plans for each objective.

- *Provide regular American Academy of Certified Public Managers (AACPM) updates to Society members.*

Information, including AACPM newsletters, national conference information, and educational opportunities, has been regularly shared with Society members.

- *Encourage membership growth and active participation.*

Retaining members, attracting new members, and increasing the participation of members have all been identified as strategic goals. A number of specific actions to reach those goals have also been identified, which have already begun to be implemented.

- *Promote participation of members outside the Wasatch Front area by the creation of local chapters.*

Despite changes made in the bylaws at the end of 2001, local chapters have not shown to be viable. One of our identified strategic goals is to increase member participation, and several action items specifically relating to members outside the Wasatch Front area have been developed. It is hoped that as participation increases, local chapters will be formed and flourish.

- *Continue archiving the Society's historical records,*
Work is proceeding, slowly. Documents are being scanned and saved on CD.
- *Conduct all Society activities in accordance with the Society's Mission, Vision, and Values statements.*
The Board continues to consciously conduct Society activities in the spirit of the Mission, Vision, and Values of the Society.

Other Accomplishments

- The Board approved a Records Retention Policy in January 2002.
- Society newsletters were distributed in March, July, and October.
- Eight monthly lunch meetings, two business meetings, and a summer social meeting were held.
- The Manager of the Year (MOTY), Don Avery, was announced at the Annual Conference in May. The MOTY Committee solicited nominations and selected finalists, after which the winner was named by the Governor's Final Selection Committee.
- Bylaws were changed in December 2002, adding a sixth Director at Large, adopting a Code of Ethics, and making several minor changes.
- The Utah winners of the 2001 AACPM George Askew Award were recognized at the CPM graduation held on July 30, 2002.

2003 Society Objectives and Accomplishments

- *Participate in a full partnership with the Utah Department of Human Resource Management in sponsoring the 5th Annual Managers' Conference in May 2003*
Planning is underway. The Conference Co-Chairs are Suzanne Briscoe, USCPM President-Elect, and Cas Ophiekens, DHRM.
- *Begin planning with the Utah Department of Human Resource Management for the 6th Annual Managers' Conference to be held in May, 2004.*
Planning will begin following the 5th Annual Conference in May, 2003.
- *Continue developing an Action Plan for implementing the Strategic Plan adopted in September, 2002.*
We have established tasks and activities, including responsible persons and time frames, for the first two of our strategic goals: retaining current members and increasing new membership, and increasing the active participation of members. Our Strategic Planning Committee will continue to establish tasks and activities for the remaining nine strategic goals. We will implement the action plans as they are established.
- *Provide regular American Academy of Certified Public Managers (AACPM) updates to Society members.*

- *Encourage membership growth and participation.*
- *Promote participation by members outside the Wasatch Front by the creation of local chapters.*
- *Continue archiving the Society's records.*
- *Conduct all Society activities in accordance with the Society's Mission, Vision, and Values statements.*

Other Accomplishments

- The Society voted in favor of revising and updating our logo. Line art is currently being prepared for the new logo.

Issues of Concern (State/National)

State

- Retain current members and increase new membership
- Increase participation of members
- Increase support of the CPM training program
- Increase the Society's role in the continual improvement of the CPM training program.
- Develop future Society leadership
- Maintain adequate funding to support the Society's infrastructure and activities
- Simplify/increase recognition by local colleges and universities of CEU credits earned via CPM classes

National

- Retain current members and increase membership and member participation
- Continually improve communications with the Certified Public Managers Consortium
- Develop future Academy leadership
- Maintain adequate funding to support the Academy's infrastructure and activities
- Assist Societies in promoting AACPM

Membership Statistics

In 1999, membership increased from 89 to 153.

In 2000, membership increased from 153 to 180.

In 2001, membership decreased from 180 to 144. This largely reflects a policy change, that registration for the Annual Managers' Conference no longer included Society membership.

In 2002, membership decreased from 144 to 140.

USCPM Bylaws – See attachment