

Center for Job Order Contracting Excellence
April 21, 2003 Conference Call Minutes
11am

Conference Call Attendees:

1. Ed Baldwin, Centennial, Enterprises
2. Ken Jayne, AIM
3. Tom Peeler, Mohave Educational Services
4. Ziad Alsharmani, ASU-ACE
5. Rich Barrick, Basic Industries

Conference Call Minutes:

1. Tom Peeler called the conference call meeting to order @ approximately 11:05am.
2. Tom Peeler had emailed the membership information to CJE members Ed Baldwin had not received yet. Tom Peeler will email it him this week.
3. David Pinkard was unable to join the conference call meeting due to job obligations.
4. Tom Peeler inquired about the Texas Chapter Seminar date and location. Ken Jayne has indicated that the seminar date has not been set yet but it will be soon. Tom suggested for a quick announcement on the Chapter's seminar date.
5. Tom Peeler asked Ziad about the status of the upcoming newsletter that due on July 1st, 2003. Ziad indicated that all proposed articles and materials are due on June 1st, 2003 in order to meet the due date. Ziad suggested that specific newsletter assignments to be made in order to avoid duplication of efforts and to ensure better quality of readings and articles.
6. Ed Baldwin has been assigned to develop a speaker/theme/seminar outline questionnaire for the upcoming October's meeting.
7. Tom Peeler will contact Gary Aller regarding the steering committee summer meeting in July.
8. Tom had started to review the strategic management plan and decided that cutting and pasting each main subcategory section and emailing to the assigned member or officer for status review is more practical. Ed Baldwin had requested that the date of strategic planning to be placed at a recognizable area for better tracking.
9. In the membership development section, Tom Peeler discussed the National Affiliation for Local Chapters, individual membership, and fee arrangements. Developing a Chapter Membership Guideline Sheet is necessary for CJE.
10. Ed Baldwin indicated that the David Pinkerd is extremely busy with his professional obligations, therefore it is recommended to assign the task to another CJE member.
11. Tom Peeler suggested that a local membership guideline will be drafted and emailed to the CJE members. Tom requested that all members to email a short email or writing on the topic to his email account. Ed Baldwin has suggested to allow the local chapters to set their own membership requirements and dues. Ken Jayne indicated that it is necessary to obtain as many members as possible,

- therefore the CJE needs to make sure that the guidelines allows the local chapters to meet its membership objectives.
12. Ed Baldwin informed everyone that he and Bill Sweestser are still working on developing Virginia Local Chapter. All members assistance is welcomed in this effort. A flash out of some of the formalities is required.
 13. Ken Jayne will prepare an outline for Tom Peeler next month conference call.
 14. Ed requested that David Pinkard to prepare a brief report for next month conference call. Defining a membership booklet is difficult; we might lose some key plans while developing the membership guideline.
 15. Tom Peeler also suggested the possibility of holding the quarterly meeting in Texas to encourage.
 16. Tom requested the members to assist in re-defining the individual membership and various categories. A retired military can be an individual membership. There is a need for well defined membership categories.
 17. Rich Barrick is an industry member with his current job with Basic Industries. When he was employed with Allied Surety in the Bonding Industry he was in the regular membership category.
 18. Ken Jayne indicated that the company's revenues can be used to define the local membership, individual and regular membership fees. Membership associates won't be able to vote on steering committee matters.
 19. Tom Peeler will summarize the membership requirements by next week.
 20. Ken Jayne requested to check if Gary Aller still has the RFIs documents and materials that sent to him. Ziad will check with Gary Aller.
 21. Tom Peeler requested that the membership development feedback to be emailed to him by May 2nd.
 22. Rick Barrick's new email address is rbarrick@basicidiq.com. Tel: 830-624-1938/Fax-1937. Cell # :512-422-5594.
 23. Meeting adjourned at approximately @ 12:00pm.