

APICS®

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Fraser Valley Chapter

Newsletter

Volume 2, Issue 1

August 2004

## Presidents Message

Welcome back....

Our goals this year are to build on last year's successes by extending the value members can get from the chapter and to see that a larger portion of the community are getting benefit from the APICS body of knowledge. Locally you'll be seeing changes to the website, the newsletter and to the number of classes offered. All of which I hope you'll take advantage of.

At the regional level of APICS Society management, a Chapter Development Committee (CDC) was struck over the last year. Their goal is to ensure that chapters have, or can access, all resources, standards, goals and training in order to maintain a chapter's ability to provide members with an even higher delivery of the APICS body of knowledge.

As these tools are implemented in our chapter, we'll be communicating them to you and explaining how they impact the offerings we make available to you.

Again, please be sure to take full advantage of your membership and make the most of what membership can bring to you and your company this year.

Don Baich  
President APICS Fraser Valley Chapter

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## Things are heating up in the FV..



As I prepare this newsletter it's shaping up to be the hottest day of the last two years, likely around 36C, and even hotter in Abbotsford I'm sure!



Hot, hazy day over the Fraser Valley, photo courtesy worldofstock.com

Meanwhile, the rest of the board and myself are preparing for a sizzling second year.

In this edition we are going to focus on the work that the board is doing to get ready for the upcoming fall semester and beyond. We have some exciting educational and networking opportunities to tell you about and some other improvements as well.

### **New Format, New Name?**

I'm sure you've noticed that we are no longer sending this newsletter out as an attachment. This is being done in the interest of not cluttering up our members inboxes. We will always have the most recent copy and archived copies available on the website at [www.apics-fraservalley.org](http://www.apics-fraservalley.org).

I'm also **looking for suggestions for a new name** for our Newsletter. The name 'Newsletter' is just so unoriginal... Please submit your ideas to me via email ([vicepresident@apics-fraservalley.org](mailto:vicepresident@apics-fraservalley.org)) and the winner will receive free admission to an upcoming dinner meeting, not to mention copious amounts of fame and notoriety....

*Enjoy your summer.*

Steve Smith, Director of Communications and Exec VP

## ***What are we up to?***

*A report on what the new APICS board portfolio champions are doing to get ready for a new semester.*

### **Education – Jason Young**

This month I thought I would discuss how APICS Fraser Valley trains the top quality instructors who teach our courses.

The first requirement is that an instructor must have CPIM certification. Next, they must successfully complete the APICS *Train the Trainer* course that teaches them the basics of instruction. The third requirement is that they must put those skills to use *co-instructing* with an APICS qualified instructor for at least one round of classes. Finally we encourage our instructors to take the *Learning Dynamics* course made available through BCIT.

After all of these steps, we can be sure that we have given the instructor the tools they need to convey the body of knowledge to their students. If you are potentially interesting in being an APICS instructor please contact me anytime.

### **Programs – Warren Hurlen**

As a Director of Programs, I must ensure that we have relevant events throughout the year for our members. The results of the surveys at each PDM are tallied and we try our best to satisfy our member's requests.

In early April of every year, there is a planning session, where all members are invited to offer additional input as to what type of events they would like to have done. From this, a schedule is developed and we brainstorm potential speakers, locations, and other events. We then get in touch with those chosen and confirm what we can.

For those events where we do not have a speaker or event, we put it back to our members for some further suggestions. Please see this year's calendar. If you know of any speakers that you have seen that could present on one of the topics, please let us know and we will do our best to book that speaker.

Because we are a non-profit organization, all our events are done on a voluntary basis.

### **Marketing and Membership – Carla Megeth**

As a new portfolio, Marketing and Membership has successfully developed a marketing plan that focuses on promoting education and expanding our current member base.

We plan to exercise some new and interesting ideas at the upcoming Professional Development meetings such as the business card fish bowl draw at which one lucky meeting attendee will receive a prize. If you don't have a business card that's ok, we will provide you business card stock to include your information. We would also like to encourage current members to bring a buddy to our PDM's where they can network and learn about the tricks of the trade from other companies.

We plan to do an education mail out mid-August informing current and potential members of the upcoming courses we'll be holding. We will also be releasing a letter inviting potential members to attend one of our PD meetings and come see what we're all about!

### **Communications – Steve Smith**

Director of Communications is a new portfolio, which combines some of the work previously shared between the Chapter Secretary and Vice President. I'm primarily focused on three main communications channels between the board and our members and friends;

**Website** ([www.apics-fraservalley.org](http://www.apics-fraservalley.org)) . I'm responsible for keeping this current and making improvements within our budget and time limitations. There are some new features rolling out in the next few months which I'm sure our members will love.

**Newsletter** – You are reading it now. In co-ordination with our web updates and other activities, the newsletter is our primary formal means of communication to our members and friends within the APICS community in the Fraser Valley. We target to issue about 9-10 newsletters a year with a break during summer and Christmas.

**Email Bulletins** - When we need a timely bulletin or reminder to go out to our members and friends, it will normally get issued through myself. I am in charge of keeping our distribution list up to date.

## **Becoming the Treasurer**

*Our Treasurer, Tim McBride recounts the valuable skills he has learned since joining the board.*

**By: Tim McBride**

Well it has been one year since taking on the roll of Treasurer for the APICS Fraser Valley Chapter. As a person with virtually no experience in Bookkeeping or Accounting I knew that some challenges were lying ahead.

Starting from scratch, we as the board of the APICS Fraser Valley Chapter, had to develop a strategic plan for the chapter. My part in this plan was to create a realistic budget that could be used to judge our progress against the forecasted budget. As a new person to APICS with minimal experience I was at a loss as to where to start on developing a budget. With some help from the Vancouver Chapter Treasurer, I was provided with a template for a proposed budget for an APICS Chapter.



With rough outlines as to our expenses and revenue from each portfolio on the board I was able to put together a proposed budget for the upcoming year. **To my surprise something that I honestly feared was nothing to fear at all.**

So this led me to my next step in my journey which was to purchase Quick Books® accounting software and set up a non-profit organization to keep track of the books for the chapter. Again with help from the Vancouver Chapter I was able to open a new company and develop a chart of accounts. **This was one of my most satisfying moments of the year.** From this point forward there were countless new experiences that have helped me in learning accounting/bookkeeping processes from balancing the registration at a PDM to providing monthly financial statements to the board of directors. **All of these experiences have helped me grow and develop my own personal skills as well as watching a new organization develop from an idea into one that is financially stable and starting to grow with new memberships.**

I look forward to the next year to further develop the skills I have learned while continuing to help build a strong APICS Chapter in the Fraser Valley.

I would also like to take this time to extend the invitation to anyone who would like to develop there own skills while being a part of an exciting new and growing organization.

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## **New Board Member Profile: Gina Arundel – Chapter Secretary**



Gina is the mother of 2 young adults, and a newlywed that lives in the Fraser Valley. For the past 3 years she has been working at Alpha Technologies - first as a PCB Supervisor and then 2 years later, as the Production Supervisor. She graduated from Kwantlen College with an Electronics Technologist Diploma in 1991 and quickly got a job at Nexus Technology, (was bought by Scientific Atlanta) working as a test technologist.

While working there, “I could see that the key to advancement would be to taking courses to increase my education base”. Along with management courses such as MSAT, Gina joined APICS and started taking several APICS courses. Gina also worked at Ledalite for 3 years, starting in 1998, as an Assembly Supervisor.

In Gina’s own words ...

**“Throughout my career, APICS courses and dinner meetings have always been something that I have looked forward to. I have enjoyed the networking and being able to talk to people with similar experiences and educational backgrounds. I have decided to give back to APICS by volunteering on the Board of Directors.”**

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**VOLUNTEERS NEEDED:** The current board is **actively seeking volunteers to assist in several different areas.** Volunteering is a great way to learn new skills and help out with a new and dynamic team. If you are interested in volunteering with the board, we’d love to hear from you. You can contact us through the contact information on our website at [www.apics-fraservalley.org](http://www.apics-fraservalley.org)

## Education Update

We now have some preliminary course information for the upcoming year. This is still subject to change. Please contact Director of Education, Jason Young by email [education@apics-fraservalley.com](mailto:education@apics-fraservalley.com) or call (604) 574-1526, ext: 8695 to enroll or to get additional information.

Jason Young Director of Education

## Fundamentals of Materials and Operations Management

*Additional Information is available on our website in the Education section*

### September 2004 Educational Offerings

#### **Fundamentals of Inventory Control**

Participants are introduced to essential vocabulary and skills in identifying and applying the basic principles of inventory management. Basic methods of planning and controlling inventory in manufacturing, institutional, distribution, and retail environments are covered. The questions of what to stock are addressed through an examination of current and evolving technologies of inventory management.

##### **Objective**

This course will impart a fundamental knowledge and understanding of inventory management principles and techniques, providing participants with a greater understanding of their roles and responsibilities in the control of inventory and the impact that inventory can have on a business

- **Wednesdays** , 6:30-9:30 PM, **Sept 08 to Nov 24, 2004**, 12 sessions
- The cost of this course is \$390 (which includes the course student guide).
- The course will be presented by an experienced and well-qualified instructor:

**Terry Johnston BAsc, Dipl Tech**

#### **Fundamentals of Operations Management**

This course is concerned with the design of systems to produce goods and services and the operation of those systems. It discusses relationships within the company environment, particularly with marketing and product design. Topics covered include facilities planning, total quality management (TQM), cost analysis, project planning, and operations resource management.

##### **Objective**

This course will impart knowledge and understanding of operations resource management and the factors involved in designing and operating a production process.

- **Tuesdays**, 6:30-9:30 PM, **Sept 7 to Nov 23, 2004**, 12 sessions
- The cost of this course is \$390 (which includes the course student guide).
- The course will be presented by an experienced and well-qualified instructor:

**Richard Ranftl, CPIM, Dipl Tech**

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## Education contd...

Classes for both courses will be held at:

Silent Witness  
6554 176th Street  
Surrey, British Columbia

To register, please call **Nathalie Aguilar** at our administration office (**604-435-9530**) **before August 30**. Once you have registered, you will have until August 30<sup>th</sup> to send a cheque payable to:

APICS Educational Society (Vancouver Chapter)  
Suite 300 – 3665 Kingsway  
Vancouver, B.C.  
V5R 5W2

**For more information please contact:**

Vancouver Chapter  
Education Director **Jose Quezada**      [education\\_director@apics-vancouver.org](mailto:education_director@apics-vancouver.org)

Fraser Valley Chapter  
Education Director **Jason Young**      [education@apics-fraservalley.com](mailto:education@apics-fraservalley.com)

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## **CPIM Courses**

**Basics of Supply Chain Management** and **Master Planning** planned for September at UCFV, price and format will be same as last year (\$524) per course. More details to be published on the website soon.

For more information on CPIM course content and the CPIM program in general check the main APICS website here - <http://www.apics.org/certification/CPIM/default.htm>

Education Director  
Jason Young [education@apics-fraservalley.com](mailto:education@apics-fraservalley.com)  
Fraser Valley Chapter

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## **The Ultimate Educational and Networking Opportunity**

**2004 APICS International Conference and Exposition**  
**October 10-13, 2004**  
**San Diego, California**

There is a lot more information on the main APICS website ([www.apics.org](http://www.apics.org)) on this but we just wanted to remind our members that hotels near the convention center as well as featured tours tend to sell out fast.

Our Director of Communications and Exec VP, Steve Smith was fortunate to attend the last conference in San Diego a number of years ago;

"It's a great location for a conference and an amazing facility they have in San Diego. For anyone that has not attended an APICS conference it truly is an amazing experience. The sheer volume and quality of educational opportunities is unmatched, anywhere. As well the featured speakers are always inspiring, very knowledgeable and sometimes even entertaining"

## Upcoming PDM / Events

Our event schedule is now starting to firm up for the upcoming season. [Please see the website](#) for the latest events calendar. The current version is also copied below.

Date	Event	Presentation	Speaker
Wed, Sept 22, 2004	Dinner Meeting	RFID	Dennis Lord
Wed, Oct 20, 2004	Dinner Meeting	Supply Chain	Allan Dunn
Fri, Oct 22, 2004	Workshop	Supply Chain	Allan Dunn
Wed, Nov 17, 2004	Dinner Meeting	Case Study - Project Management	BCIT
Wed, Jan 19, 2005	Dinner Meeting	Lean Manufacturing	TBA
Wed, Feb 16, 2005	Dinner Meeting	Performance Measurement	Lana Okerlund - Deloitte & Touche
Fri, Feb 18, 2005	Workshop	Performance Measurement	Lana Okerlund - Deloitte & Touche

We are pleased to announce our September Dinner Meeting will be discussing a topic which **our members had shown a lot of interest in – RFID**. Please see below for details.

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### RFID – Emerging Trend in Inventory Management

#### "Harness the Revolutionary Power of RFID for your Inventory Control"

**Facilitator Dennis Lord, CPIM:** Internationally respected for his qualifications and dedication to improving production, inventory management and lean implementation. Excited about this new force in inventory management, Dennis wants to share his knowledge and expertise with you!

#### Find Out:

- What is RFID?
- Why is it important now?
- How does RFID work?
- RFID Inventory Tracking
- RFID vs. Bar Coding?
- Is RFID right for you?
- *How will RFID revolutionize inventory control?*

Manufacturers, distributors, retailers and exporters are harnessing the revolutionary power of radio frequency identification (RFID). Spearheaded by Wal-Mart and the US Department of Defense, this powerful tool gives you the ability to tag cases, pallets, and eventually individual items for better tracking and inventory control.

An emerging technology, RFID will maintain a real-time view of tagged items allowing you to manage inventory as it flows through the supply chain. With the ability to track discrete movements of tagged inventory you can trigger replenishment, cycle count and take physical inventories. This will virtually eliminate stock outs because suppliers will know exactly when quantities are running low, and lots more!

## PROFILE – DENNIS LORD, CPIM

Dennis Lord, CPIM, is an internationally known educator, trainer, seminar presenter and management consultant with experience in production-inventory management and lean manufacturing.

He brings 25 years of practical experience in industry in line and management positions and during this period was responsible for most aspects of production, distribution, Lean implementation, and inventory management. He became an independent consultant in 1985 specializing in lean thinking and production-inventory management.

As a Project Manager for hire, he provides coaching, facilitation, training and consulting assistance to companies in Canada, England, the United States, Hungary, Romania, and Guyana.

He combines his technical know-how gleaned from years of “hands-on” experience with his proven facilitation, counseling and communication skills. This results in education, training and consulting which is practical, relevant, and immediately applicable on the job.

Dennis has served as an instructor for Centennial, Humber, Durham and Seneca Colleges, providing APICS CPIM certification preparation classes. He also lectured at Ryerson Polytechnic University for PMAC (Purchasing Management Association of Canada) on Fundamentals of Inventory and Operations Control. His in-house clients for CPIM certification include Nortel, Honeywell, Exopack, and Bombardier Aerospace.

A graduate in business from the University of Toronto, Dennis is APICS certified in Production and Inventory Management (CPIM). He is a popular speaker at APICS professional development meetings on supply chain management issues and has presented at the APICS International Conference, APICS Small Manufacturing Symposium, and NAPM program in Hawaii.

Dennis is an active member of APICS (The American Society for Resource Management) and has held the following positions: President of the APICS Toronto Chapter, Chair of APICS Small Manufacturing SIG (Specific Industry Group), VP Education for the APICS Peel Chapter, and is currently a Director on the Board of The Operations Management Education and Research Institute of Canada(OMERIC).



### September PDM Information

The meeting will be held in our usual room at Newlands. It will be held in the **Fairmont Room** upstairs. There will be signs posted.

<b>Date:</b>	Wed Sept 22, 2004
<b>Time:</b>	Registration/ Cash Bar 5:30 PM Dinner 6:30 PM Speaker 7:30 PM
<b>Place:</b>	Newlands Golf and Country Club 21025 48 <sup>th</sup> Avenue, Langley, B.C.
<b>Cost:</b>	Members \$30 Non Members \$40 Students \$20

**Register:**

We are not yet taking online registration for this event. Please check the website in a few weeks or contact our Director of Programs, Warren Hurlen (contact info on the website).

## Contact Us

**Mailing Address:** APICS Fraser Valley Chapter, PO Box 1614, Aldergrove, B.C. V4W 2V1

**For the latest contact details please visit our website at [www.apics-fraservalley.org](http://www.apics-fraservalley.org)**