



Chapter Partner Agreement Task Force
Wednesday, May 18, 2011

MINUTES

Attending:

Tony Zampello, Task Force Chair
Buck Crouch
Lyle Henning
Tom Geraghty
Ron Gilmour
Jim Timmons
Rick Leach
John Drzik
Erica Dickson
Wayne Collins

Eric Schaudt

Absent:

Dave Lehman

Staff:

Pamm Schroeder
Henri Wingfield

Call to Order:

The meeting was called to order by Tony Zampello at 12:00 pm (central)

Task Force Scope

Tony Zampello opened the discussion with a review of the task force scope. Reviewing the original goal of the task force, the group agreed that they should be working to provide a draft agreement and a one page appendix. The appendix is to be signed annually by the new board to comply with the basic principles of the agreement. The group decided that the list of current benefits should not be added at the time of signing because they may change from year to year as new services become available and some older services may become obsolete.

There was a great deal of discussion about the fact that the first draft of the agreement contains significant 'legalese' which has caused some concern among the chapter leaders. Tony offered to create a new version of the draft that is in 'plain English.'

In response to questions from the task force, Tony clarified that the work of the task force will be complete at the time the draft is submitted to the APICS Board of Directors.

Another member asked for a response to the question “what happens to a chapter that does not sign the agreement?” Eric Schaudt clarified that the current focus is on creating a win/win scenario and what it will take to create a document that everyone will sign. The determination of “what if we don’t” is not important right now and will be addressed eventually, or when we get to that bridge.

Letter of Assertion

The task force reviewed a draft of a letter of assertion which each channel partner would sign annually. Using CMS as the basis, the letter provides a yearly confirmation that the governing body of a channel partner understands and agrees to the requirements.

Follow Up

- Tony will create a revised version of the draft which eliminates as much of the ‘legalese’ as possible
- Pamm Schroeder will continue to compile the feedback received from chapter leaders

Adjournment and Next Meeting

The meeting was adjourned at 1:15 pm (central).

The next meeting will be held on Wednesday, June 1 from 1:00 to 2:30 pm (central) and will focus on the feedback received in response to the first draft.

NOTE: THERE WILL BE NO TASK FORCE MEETING ON WEDNESDAY, MAY 25.