

Optimum Business Forecasting: How To Develop and Maintain a Zero Layoff Policy

Thursday, March 20 Professional Development Meeting

Guest Speaker: Michael D. Ford, CPIM

The current business environment appears to be more chaotic than ever before. Fluctuations in customer demand, economic stresses and change have impacted the way companies are doing business. It is no longer enough to "trust your gut." Learn how to forecast trends using best practices. Topics include:

- Accurately forecasting market trends
- Creating market demand, instead of reacting to it
- Carrying excess capacity during down cycles
- Increasing sales in a declining market
- Transferring idle resources to value-added activities
- Balancing market attrition with natural attrition rates

Michael D. Ford, CPIM is a corporate trainer/business consultant in upstate New York. He specializes in creative thinking "outside of the box." His work history includes a wide variety of supply chain functions: shipping/receiving, materials management, training, logistics planning, forecasting and purchasing. He has taught classes for SUNY Morrisville, Binghamton University, Broome Community College and Elmira College. His work as a consultant includes teaching APICS CPIM courses, business planning workshops, inventory auditing and software implementation.

Ford holds engineering degrees from Corning Community College (AS) and SUNY Buffalo (BS). He has served as President and Education Director of Southern Tier APICS and is currently the Director of Education for Region 2 APICS. He may be contacted at mf7610@aol.com.

CPIM designees will earn 1 point towards certification maintenance.

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Registration starts at 5:30pm at the Rosedale Golf & Country Club in Bradenton. Dinner will be served at 6pm, with the presentation starting at approximately 6:30pm.

Reservations must be made by Tuesday, March 18 before 12 noon. Cost is \$15 for members, \$25 for non-members and \$10 for students. To reserve your spot, contact Dan Johnson at reservations@apicsgulf.org or (941) 751-6131 x231. Cancellations must be received by 12 noon on Wednesday, March 19. Please note that no shows must be billed.

Directions to Rosedale Golf & Country Club can be found on Page 8.

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THE NAVIGATOR is published monthly by the Florida Gulf Coast Chapter of APICS -- The Educational Society for Resource Management. THE NAVIGATOR is sent each month to members of the APICS Florida Gulf Coast Chapter. Annual subscription is included in the APICS membership dues.

All material submitted for the April issue of THE NAVIGATOR is due by Wednesday, March 26. Please address all correspondence to:

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President's Corner

February Events

Tina Jensen, CPIM

PGT Industries

If you didn't attend our seminar this month, you missed out! John Martin, CFPIM gave a very interesting four hour introduction to lean manufacturing and provided the class with a lean toolkit. He explained the lean principles and the tools needed to implement it in any manufacturing or office environment. One of these tools is value stream mapping which we were able to demonstrate with a hands-on exercise. Some of the other tools he discussed were work cells, kanban, 5 S organization, supplier partnerships, total quality management, employee involvement, and 6 sigma. Finally we learned the common pitfalls that can occur when implementing this program and the strategies to overcome them.

It was a lot of information to cover in four hours, but John received rave reviews for giving a fantastic overview and providing us with practical examples applicable to any operation. We had about 50 attendees with six different companies represented. Since we had such a large response to this seminar we may consider offering another one next year.

I just returned from the APICS Region IV quarterly meeting in Atlanta. Region IV includes 27 Chapters from Florida, Georgia, Louisiana, Alabama, Mississippi, and Puerto Rico. Many chapter presidents and/or representatives along with Region staff attended this two day meeting to share ideas and get updates on APICS. The chapter representatives discussed successes and weaknesses in their organizations and were given an opportunity to ask questions and offer suggestions for improvements. Region staff presented their strategic plan for our region and various chapters presented their best practices on creating budgets, delivering educational classes, and using innovative communication techniques.

We also had the distinct pleasure of meeting Bob Collins, CFPIM, CIRM, the new President of APICS International. He gave us a thorough update on how Society is reorganizing APICS and focusing on the customer. He explained the seven strategic goals that I outlined in our February issue of The Navigator. It was a long, information packed weekend, but I left with a lot of new ideas to try out in our chapter. *

Chapter Elections

It's Time to Pull the Ballots Together!

Phil Guercio, CPIM, CIRM
Tropicana

It's that time of year again when the Florida Gulf Coast Chapter of APICS develops it's slate of officers for the 2003-2004 Board of Directors.

Participating on the Board of Directors expands your networking possibilities and helps to enhance your leadership and facilitation skills by participating in the development of programs for our members, education offerings, interacting with Region IV APICS representatives, and through our various partnerships with educational providers throughout our area. It also provides points towards your CPIM Certification maintenance requirements.

We have available for you the BOD positions descriptions for the VP positions in the chapter. If you are interested in any of the positions or know an active voting member of our chapter who would be interested please provide me the name(s) by March 19, 2003 by sending email to elections@apicsgulf.org.

Please consider enhancing your membership by becoming an active BOD member in 2003-2004. If you would prefer not to be an elected officer and would still like to become active at the leadership level please consider a position as a Director. We will be expanding that role over the next 18 months. *

SHAPE THE DIRECTION >>> OF YOUR >>> FUTURE

With APICS' Online Services <<<

Whether you are searching for industry definitions, jobs, career resources, or the latest industry information—look no further than the Members-Only section of the APICS Web site. It provides a variety of online services including the following.

APICS Dictionary - The 10th edition of the *APICS Dictionary* is available online with more than 3,500 industry terms.


APICS Career Center - The only online recruitment source dedicated exclusively to the resource management industry.

Publications Database - Search article archives covering the entire resource management spectrum by article type, date, author, title, keyword, or subject.

APICS—The Performance Advantage - Access the latest issue of APICS' award-winning magazine for timely industry information.

Go to www.members.apics.org to access these membership benefits and shape the direction of your future today.

APICS.
Priority code: IDF32A



CALENDAR OF EVENTS

MARCH PDM

DATE THURSDAY, MARCH 20
TOPIC OPTIMUM BUSINESS FORECASTING: HOW TO DEVELOP AND MAINTAIN A ZERO LAYOFF POLICY
SPEAKER MICHAEL FORD, CPIM
PLACE ROSEDALE GOLF & COUNTRY CLUB, BRADENTON
TIME 5:30PM REGISTRATION
COST \$15 MEMBERS / \$25 NON-MEMBERS
\$10 STUDENTS
CONTACT DAN JOHNSON, (941) 751-6131 x231
OR EMAIL RESERVATIONS@APICSGULF.ORG

APRIL PDM - JOINT WITH ISM FT. MYERS

DATE THURSDAY, APRIL 17
TOPIC FROM VMI TO CPFR: HOW TO MAKE COLLABORATION WORK
SPEAKER MARK WILLIAMS, CFPIM
PLACE BOBCAT COUNTRY CLUB, NORTH PORT
TIME 5:30PM REGISTRATION
COST \$20 MEMBERS / \$25 NON-MEMBERS
\$10 STUDENTS
CONTACT DAN JOHNSON, (941) 751-6131 x231
OR EMAIL RESERVATIONS@APICSGULF.ORG

STRATEGIC MANAGEMENT OF RESOURCES CPIM REVIEW COURSE

DATE MAY 5, 12 & 19
PLACE PGT INDUSTRIES, NOKOMIS
TIME 8AM TO 5PM
COST \$495 INCLUDING PARTICIPANT GUIDE
CONTACT JERRY KILTY, CPIM, CIRM (727) 725-7674

MAY PDM - JOINT WITH ASQ MANASOTA SECTION

TOP MANAGEMENT NIGHT
DATE THURSDAY, MAY 15
TOPIC MOTIVATING CHANGE
SPEAKER PIETER DROOG, CPIM
PLACE HERITAGE OAKS GOLF & COUNTRY CLUB, SARASOTA
TIME 5:30PM REGISTRATION
COST TBD
CONTACT DAN JOHNSON, (941) 751-6131 x231
OR EMAIL RESERVATIONS@APICSGULF.ORG

Education Update

CPIM Review Classes are a Success!

Jim Brooksher, CPIM
Tropicana

Even though it is still very early in the calendar year, the educational year for the CPIM review courses is quickly winding down. The fourth course in the CPIM series, Execution and Control of Operations (ECO), is already underway. The final course in the series, Strategic Management of Resources (SMR) completes in May (5th, 12th, 19th). This will wrap up the second consecutive year that the Florida Gulf Coast Chapter has been able to offer a comprehensive series of courses that enable our membership to achieve certification (CPIM) status.

We want to congratulate and thank all of the past and current attendees. Without you and your respective company's support, we would not be able to provide this service. This year we have had good participation within the classes. However, we want to reach more of our membership with the upcoming academic year. The next series of classes will begin in late summer. We are currently working on the new schedule and hope to publish the new dates in the next newsletter.

If you have ever thought about certification for you or your employees, now is the time to plan for that training. Course offerings are designed to minimize disruptions to your busy schedules. A typical CPIM review course consists of three - 8 hour sessions. The 8 hour sessions are held once a week for three weeks. The courses are taught by QMS and are conveniently held at PGT Industries, right off of I-75 in south Sarasota County. Additionally, if taking classes off-site (away from your facility) is not possible, the CPIM courses can be offered directly at your site. The courses and schedules can be tailored to fit your organization's specific requirements. One of our local member organizations is currently pursuing this option. Courses and paper-based exams are being administered at their facility. This has been a big win for the company, as it has allowed many employees to participate in the courses, while minimizing the impact on job performance. Also, the company has offered on-site CPIM exams. This extra benefit has directly led to an overall test success ratio of 78%, out of 45 exams taken!

If you would like to learn more about educational opportunities, please contact the local chapter at cpim@apicsgulf.org. *

Imagine What You Can Achieve...



How can you learn to effectively interact with the crucial links in your supply chain? APICS Certified in Production and Inventory Management (CPIM) education delivers the tools you need to effectively connect with your organization's internal and external suppliers.

The APICS Certified in Production and Inventory Management (CPIM) program built the necessary foundation for me to develop and grow as a leader within my job function. CPIM applies to many supply chain tasks and provides the necessary knowledge to thrive in today's global competitive environment—both in terms of reducing costs and increasing customer loyalty.

—Gabriele Golombeski, CPIM, Global Business Planner, Dow Chemical Company

Imagine what you can achieve. Contact APICS Customer Support at (800) 444-APICS (2742) or (703) 354-8851 and reference priority code JDF82A to receive a CPIM Brochure (stock #09059) and Registration Bulletin (stock #09053).

...with a CPIM Education

APICS.

Priority Code: JDF82A

Individual Membership Application

Priority Code: 00APP

Please complete all sections. Please print or type.

Today's date: ____/____/____

Questions? Call APICS Customer Service at (800) 44-APICS (2742) or (703) 354-8851.

3 WAYS TO APPLY FOR MEMBERSHIP

FAX: Send this form (front & back) to (703) 354-8556 with your credit card number.

PHONE: Call APICS Customer Service at (800) 444-APICS (2742) or (703) 354-8851, 8:30 a.m.—6:30 p.m., EST, Monday through Friday. Have your credit card ready.

MAIL: Return a completed application form by mail to:

APICS, Membership Dues
P.O. Box 75381
Baltimore, MD 21275

APICS USE ONLY
(DO NOT WRITE IN THIS SPACE)

BATCH #

CHECK AMOUNT \$

CHECK #

DUES AMOUNT \$

1. Member Information

APICS member or customer ID number? _____ CIRM CPIM CFPIM
Please print your legal name and address as they should appear on mail. Mr. Mrs. Ms. Miss

LAST NAME FIRST NAME MIDDLE INITIAL

Please check your preferred mailing address. Work Home

JOB TITLE COMPANY NAME

BUSINESS ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

_() BUSINESS PHONE BUSINESS FAX

HOME ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

_() HOME PHONE

Check here to exclude your name from rented or traded mailing lists. Telemarketing use of APICS mail lists by sources other than APICS is strictly prohibited.

The following information is requested for identification purposes only. This information is optional and will not be provided to any outside sources.

Female Male Date of Birth _____ Social Security Number _____

Please complete the demographics page (other side) and submit it with this application.

2. Society Dues (\$95.00 Plus Chapter Dues)

Society Dues* \$95.00

Place me in the [Florida Gulf Coast](#) chapter.

Chapter Dues \$35.00

Annual dues must include both Society and chapter dues.

(a) Total Membership Dues \$130.00

* A portion of your dues, a \$24 nondeductible value, supports your subscription to APICS – The Performance Advantage, and cannot be deducted from your dues amount.

SIG Membership

Check all SIGs you wish to join (SIG names and dues are subject to change).

Complex Industries (CI) Process Industries (PI) Small Manufacturing (SM) Constraints Management (CM)
 Remanufacturing (REMAN) Repetitive Manufacturing (RMG) Textile and Apparel (TA) Service (SVC)

(b) \$15 x _____ (no. of SIGs) = \$ _____

(c) I wish to join APICS for 1 year 2 years 3 years 4 years 5 years.

Total Dues (a + b) = \$ _____ x No. Years (c) = _____ = Total Amount \$ _____

3. Payment

Please submit payment in U.S. dollars only. Purchase orders are not accepted. APICS dues are not deductible as a charitable contribution for federal tax purposes, but may be deductible as a business expense. Please include member name and company name on check.

Check no. _____ is enclosed for \$ _____ (Checks must be made payable to APICS and drawn on a U.S. bank.)

Charge to: MasterCard VISA American Express Discover

ACCOUNT NO.

EXPIRATION DATE

APICS. Making Business Run Better

APICS - The Educational Society for Resource Management is a not-for-profit international educational organization respected throughout the world for its education and professional certification programs. With nearly 70,000 individual and corporate members in 20,000 companies worldwide, APICS is dedicated to using education to improve the business bottom line.

APICS is recognized globally as

- the source of knowledge and expertise for manufacturing and service industries across the entire supply chain - in such areas as materials management, information services, purchasing and quality.
- the leading provider of high-quality, cutting-edge educational programs that advance organizational success in a changing, competitive marketplace.
- a successful developer of two internationally recognized certification programs, Certified in Production and Inventory Management (CPIM) and Certified in Integrated Resource management (CIRM)
- a distribution center for hundreds of business management publications and educational materials.
- a source of solutions, support, and networking through local chapters, workshops, symposia, and the annual APICS International Conference and Exposition

Please provide the following demographic information by checking all of the square(s) applicable for each category.

4. Member Profile

a. Business Environment (Check one.)

- a. Manufacturing d. Academic
b. Service e. Government
c. Consulting

b. Industry Type of Your Division (Check all that apply.)

- | | |
|--|---|
| <input type="checkbox"/> a. Automotive | <input type="checkbox"/> n. Mining |
| <input type="checkbox"/> b. Aviation/Aerospace | <input type="checkbox"/> o. Transportation |
| <input type="checkbox"/> c. Communications | <input type="checkbox"/> p. Retail |
| <input type="checkbox"/> d. Defense | <input type="checkbox"/> q. Maintenance/Repair/
Operations |
| <input type="checkbox"/> e. Distribution | <input type="checkbox"/> r. Metal Fabrication |
| <input type="checkbox"/> f. Education | <input type="checkbox"/> s. Pharm/Chemicals |
| <input type="checkbox"/> g. Electrical | <input type="checkbox"/> t. Plastics/Rubber |
| <input type="checkbox"/> h. Electronics | <input type="checkbox"/> u. Textile/Apparel |
| <input type="checkbox"/> i. Health Care/
Med. Devices | <input type="checkbox"/> v. Lumber/Paper |
| <input type="checkbox"/> j. Food/Beverages | <input type="checkbox"/> x. Software/Hardware |
| <input type="checkbox"/> k. Furniture | <input type="checkbox"/> y. Utilities |
| <input type="checkbox"/> l. Glass | <input type="checkbox"/> 1. Biotechnology |
| <input type="checkbox"/> m. Graphic Arts | <input type="checkbox"/> 2. Machinery |
| | <input type="checkbox"/> z. Other _____ |

c. Industry Classification of Your Division (Check all that apply.)

- | | |
|---|--|
| <input type="checkbox"/> a. Job Shop | <input type="checkbox"/> e. Repetitive |
| <input type="checkbox"/> b. Process | <input type="checkbox"/> f. Discrete |
| <input type="checkbox"/> c. Remanufacturing | <input type="checkbox"/> g. Nonmanufacturing |
| <input type="checkbox"/> d. Assembly | |

d. Key Area of Responsibility (Check all that apply.)

- | | |
|---|---|
| <input type="checkbox"/> a. Distribution | <input type="checkbox"/> l. Quality/Service |
| <input type="checkbox"/> b. Inventory Control | <input type="checkbox"/> m. Human Resources |
| <input type="checkbox"/> c. Operations | <input type="checkbox"/> n. Mgmt. Info. Systems |
| <input type="checkbox"/> d. Materials Mgmt. | <input type="checkbox"/> o. Research &
Development |
| <input type="checkbox"/> e. Engineering | <input type="checkbox"/> p. Training/Education |
| <input type="checkbox"/> f. Sales/Marketing | <input type="checkbox"/> q. Supply Chain |
| <input type="checkbox"/> g. Finance/Accounting | <input type="checkbox"/> r. Self-Employed |
| <input type="checkbox"/> h. Professional Services | <input type="checkbox"/> s. Planning/Scheduling |
| <input type="checkbox"/> i. Shipping/Receiving | <input type="checkbox"/> t. Forecasting |
| <input type="checkbox"/> j. Production Control | <input type="checkbox"/> u. Logistics |
| <input type="checkbox"/> k. Purchasing | |
| <input type="checkbox"/> z. Other _____ | |

e. Your role in Product Acquisition (Check all that apply.)

- a. Recommend d. Buy
b. Specify e. None
c. Authorize

f. Your Job Title/Function (Check one.)

- a. Senior Management
(CEO/VP/General Mgr./Plant Mgr.)
b. Department/Divisional Management
(Materials Mgr./Operations Mgr./Director)
c. Functional Management
(Systems Analyst/Scheduler/Planner)
d. Other Resource Management Professional

g. Number of Employees at Location (Check one.)

- a. Under 100 d. 500-999
b. 100-249 e. 1,000+
c. 250-499

h. Why Are You Joining APICS?

- (Check all that apply.)*
- a. Networking
b. Career enhancement/professional development
c. Certification
d. Recommended by _____
e. Discounts on educational offerings
f. Keeping up with industry developments
g. APICS publications/magazines
h. Chapter activities
i. Recommended by employer
j. All of the above.
z. Other _____

i. Membership Involvement (Check all that apply.)

- Please indicate the chapter activity in which you would like to participate.
- a. Education f. Seminars
b. Publicity g. Treasurer
c. Programs h. Secretary
d. Membership i. Newsletter
e. Employment

j. How many years have you been in the resource management field?

- 4 yrs. or less 5-8 yrs 9-14 yrs. 15+ yrs.

APICS does not currently participate in or contribute to any lobbying efforts.

Questions? Call APICS Customer Service at (800) 444-APICS (2742) or (703) 354-8851, 8:30am - 6:30pm EST Monday through Friday.

Member Spotlight

Melissa Little, Honeywell

Gene Soltis, CPIM
PGT Industries

I want to introduce a new Company Coordinator for our chapter. Her name is Melissa Little and she works for Honeywell, formerly Baker Electronics, out by the airport. Some of you may remember we did a company tour at Baker about two years ago. Honeywell makes automated visual and sound equipment for private jets. These may include DVD and other sound and video equipment as well as lighting controls. This equipment has to be produced to exacting quality standards as they are installed on airplanes. From what I understand, there are some very famous people that have had their private jets outfitted this way by Baker. The Sarasota location employs about 250 people.

Melissa is the Purchasing Manager at Honeywell. In addition to doing some buying she also supervises three primary buyers and two service buyers. She is also the problem solver and long-range planner for materials procurement.

She is originally from Illinois and moved to Florida in 1994. She has some technical school background and migrated into purchasing as a lot of us have. Honeywell (Baker) joined the Florida Gulf Coast Chapter late last year. She has taken several APICS certification preparation classes and is working on tests towards the CPIM certification. She chose APICS to broaden her exposure in the manufacturing and workflow process as well as materials procurement.

Melissa has two children, a 19 year old son and a 17 year old daughter.

The APICS Florida Gulf Coast Chapter Board of Directors would like to thank Melissa for volunteering to be a Company Coordinator. We would also like to thank Tom Cason, CFPI and Honeywell for their foresight in recognizing the importance of APICS to the Company and to their employees.

It only takes a short amount of your time for you to participate as a Company Coordinator or to attend meetings or seminars. The contacts you make and exposure to a variety of disciplines are invaluable to your personal growth. Please contact any of the Chapter officers if you know of a person or Company that could benefit from APICS involvement just as you have. *

Company Coordinators

ASO CORPORATION

Lee Stephens (941) 379-0300

EATON AEROSPACE

LAURA WOODSON (941) 751-7120

FLORIDA GULF COAST UNIVERSITY

ELIAS KIRCHE (941) 590-7325

FOX ELECTRONICS

Joe Denison (941) 693-0099

HONEYWELL

Melissa Little (941) 360-6100

PGT INDUSTRIES

Jeff Cordes, CPIM
(941) 486-0100

TELEFLEX ELECTRONIC SYSTEMS

Carol Mosley (941) 907-1000

TROPICANA

Gene Griffin, CPIM
(941) 742-3250

Interested in learning more about APICS and what's happening in your local chapter? Contact your Company Coordinator! If your company isn't listed contact Gene Soltis, CPIM, VP Membership, to find out how you can help.

A Company Coordinator promotes APICS within their own company by:

- Defining the benefits of membership.
- Explaining the certification programs.
- Circulating the monthly meeting announcement and offering to make the necessary reservations.
- Posting schedules of seminars, certification review courses and fundamentals classes.
- Leading by example and attending as many Professional Development meetings as possible.

Benefits of being a Company Coordinator:

- Earn 2 points/year towards CPIM maintenance.
- Professional growth by learning about all the programs that APICS Florida Gulf Coast has to offer and participating in those programs.
- Personal growth in helping your colleagues develop their professional skills.
- Recognition by your superiors as being a team player who wants to help the company grow and doesn't just show up at the job.



Florida Gulf Coast Chapter
4023 Landor Court
Venice, FL 34293

Looking for direction?

APICS
Florida Gulf Coast

THE NAVIGATOR

Volume 2, Issue 6 www.apicsgulf.org March 2003

Optimum Business Forecasting: How to Develop & Maintain a Zero Layoff Policy

LOCATION: Rosedale Golf & Country Club, Bradenton
INSTRUCTOR: Michael D. Ford, CPIM
COST: \$15 members / \$25 non-members /
\$10 students

DATE: March 20, 2003
TIME: 5:30pm Registration
6:00pm Dinner
6:30pm Presentation

Directions to the Seminar:

From Bradenton:

Take 301 Southeast. Turn left onto SR-70. Continue on SR-70 past I-75. Turn left onto 87th Street East (Rosedale development's entrance). Follow the signs to the country club.

From Naples:

Take I-75 North to Exit 217A (old 41A) SR-70. Turn right onto SR-70. Turn left onto 87th Street East (Rosedale development's entrance). Follow the signs to the country club.