

From Our President

NCMA JAX Team,

Throughout my adult life I have been someone that enjoys learning and I know many of our chapter members are also life-long learners. This is one of the main benefits of engaging and being an active member in our chapter. Recently it seems our program participation has slipped and as a result we need to gain a better understanding of what we need to do to address this and improve participation. There are many reasons we come together on a webinar or at a luncheon to learn, it's an individual thing in regards to our purposes for being in attendance. For many of us however, we cannot forget that we need continuous professional education to gain and maintain our certifications. For this one reason, I'd like to re-invite you and any of your colleagues to our monthly programming events. This is a benefit of your membership, use it.

NCMA Headquarters has developed a Continuing Professional Education Guide. The introduction to the guide clearly makes the assumption that we as members are life-long learners. It states "All contract managers should participate in learning activities that maintain or improve individual competence. Select activities that support your current and future professional plans, knowledge and skill level." Our programs team is aiming to achieve this objective. Please share with us your thoughts as we definitely want to build our programming around

Calendar

03/08/2023 @ 12:00 PM

NCMA HQ Webinar

[Overview of NCMA Certification](#)

03/22/2023 @ 12:00 PM

NCMA HQ Webinar

[CPE Explained](#)

03/23/2023 @ 11:30 PM

NCMA JAX Event @ UNF

[Contract Closeout: Enjoying the Journey](#)

03/29/2023 - 03/30/2023

NCMA HQ Live Event

Arlington, VA

[SubCon Training Workshops](#)

04/11/2023 @ 12:00 PM

NCMA HQ Webinar

[The Contracting Workforce Shortage](#)

New Members

Welcome to our newest chapter members:

- Leah Bailey

your current and future contract management development.

January was National Mentoring Month. As we moved in to February, you may have had an opportunity to mentor someone into NCMA JAX and they are joining us soon at a learning event. If so, we thank you. We all need to “build additional competence to meet future opportunities or professional responsibilities, or both”. NCMA is a key element of this initiative and we offer the necessary “Acceptable Continuing Professional Education (CPE) “ specific to the development and maintenance of a contract managers professional skills.

We need your ideas. We need your willingness to learn and desire to maintain your CPE's. We cannot fall in line with the idea that you “can't teach an old dog new tricks.” We need to get even old dogs out like myself, so learn and take advantage of this programming. We all have challenges and conflicts in our schedule, so I am challenging everyone to make a commitment to attend the virtual NCMA JAX CPE activities. If it helps, February is “Dog Training Education Month”, so come on along and bring your dog if you like. I know my “Chip” would enjoy it. Let NCMA JAX get the education credits you need, come train with us!

In closing, as you know February is also Black History Month. This is a time we recognize the key roles, contributions, and sacrifices of African Americans throughout U.S. history. The month long observance grew from a week long celebration in 1926 set forth by Carter G Woodson, a brilliant and highly accomplished son of slaves. NCMA certainly is thankful for our diversity and the contributions of African Americans to the field of contract management.

As always, thank you for your continued support and contributions in the Chapter. We make a difference together!

- Kathryn Boyd
- Susan Khalili
- Gretchen Wild-Story
- Jami Garrett

Member Milestones

Congratulations to NCMA Jacksonville members celebrating membership anniversaries.

- Tom Brownfield - 30
- Dr. Diane Bublak - 5
- Latera Crenshaw - 1
- Enid Cummings-Browne - 10
- Lee Gearing - 2
- Lisa Haggerty - 13
- Dominic Rios - 1
- Susan Thibodeaux - 26



Michael Scuteri,
CFCM
Chapter President

Are You Ready to be an NCMA Leader?

NCMA chapter leaders play a major role in creating and managing effective chapter education and training activities. The Executive Council (EC) includes eight elected officers who serve one-year terms from 1 July through 30 June and are limited to two consecutive terms. Elected positions include the President, Vice President (Education and Certification), two Program Co-Chairs, two Membership Co-Chairs, Treasurer, and Secretary / Records Manager. They are assisted by the Media Manager and several Directors-at-Large who are appointed for one-year terms. Chapter elections will be conducted on-line only between 15 April and 1 May. The President and Secretary / Records Manager are both in their second terms and ineligible for re-election.

Position descriptions for each elected and appointed EC member provide expectations, typical duties, and samples or templates for reports and activities. Time requirements are not particularly demanding and many activities can be performed remotely. Please contact Secretary / Records Manager Bill Swan at twoswans911@comcast.net to review any position description or clarify specific duties and responsibilities. Interested volunteers for any position may also contact President Mike Scuteri thru the chapter web site <https://NCMAJax.org>.

CPCM, CFCM, and CCCM Recertification Reminder

You worked hard to become a certified contract management professional. To maintain your certification status, you are required to recertify periodically. Click [here](#) to review complete instructions for on-line recertification. NCMA no longer uses a paper application.

CPCM™, CFCM™, and CCCM™ designees are required to recertify by December 31st of the fifth year following certification, and every five years thereafter. For example, those certified in 2019 will recertify in 2024. Recertification ensures that certificants have maintained and improved their knowledge and competence in the contract management field.

CCMA designees are required to earn forty (40) Continuing Professional Education (CPE) and recertify by December 31 following three (3) full years of certification. Additionally, in every even numbered recertification cycle, certificants must pass the exam again.

NOTE: Each certification stands on its own and there is no alignment process of certifications by NCMA. Effective 1 January 2020, NCMA Certification Oversight Body (COB) has determined that each new certification will not impact the renewal dates of existing certifications. Recertification for each certification must be initiated with a separate application and fee.

Application Process & Fees

NCMA HQ sends recertification reminders notices are sent to certificants who are due to recertify. Recipients are asked to return their completed recertification application form along with proof of the completion of 60 CPE hours for CFCM™, CCCM™, and CPCM™* within the previous five-year period and the recertification processing fee (\$95 for members and \$145 for nonmembers). CCMA certificants who are due to recertify are asked to return their completed recertification application form along with proof of 40 CPE hours within the previous three-year period and the recertification processing fee (\$95 for members and \$145 for nonmembers).

*For CPCM™ re-certifications with expiry dates through 2025, 60 CPE is required. Where the expiry date is in 2026 or later, required CPE increases to 100.

Designees have until December 31 of their recertification year to return their application.

- The review period for complete recertification applications can take up to 15 business days. During the Certification Department's busy season (November– March), the review process can take up to 25 business days.
- The review period for incomplete applications or those missing information can take longer. The Certification Department will notify applicants who are missing information via e-mail to let them know what documentation is still needed.

Once an application has been approved, the designee is notified and is recertified for another three or five-year period, depending on the certification.

To remain in good standing, recertification designees must submit their recertification application and fee by December 31 of the year in which recertification is due. Between the period of January 1 and March 31 following the recertification date, an additional nonrefundable fee of \$75 will be assessed. After March 31, the certification(s) will be expired. If an active certification is desired, the current certification process must be followed.

Apply

To access your recertification application, please follow the below-listed instructions.

1. Log into your profile on the [NCMA HQ Website](#) (Click your name in the top right corner).
 2. In your profile page, choose the Earned Certifications tab on the left side of the screen.
 3. Scroll down to “Submit Continuing Education”. Click the “+” symbol to add new CPEs and complete the information requested in the form.
 4. Once you have all the CPEs required for recertification, click the “Earned Certifications” tab on the left side of the screen.
 5. Click the orange “Recertification” button.
 6. Follow the cart and payment instructions to complete the process.
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