



# WA-AK Connection

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## Message from Winona Salisbury, CAP President Washington-Alaska Division

*"Be like a flower and turn your face to the sun."*  
- Kahlil Gibran

I would like to begin by quoting Barbara Bush. She states that "To us, family means putting your arms around each other and being there." That is exactly what and how I feel about the members of the WA-AK Division. We are family! We talk together, work hard together and laugh together. All one has to do is look at the sea of smiling faces as we come together as a group. Whether that group is in the form of a committee, the board, the Chapters or just a few members having dinner together, we come together to share our love, aspirations, and devotion to our family IAAP.

This year has been such a year. Being together and just being there when things were hard; friends passed away, marriages failed, friends left, and new ones joined. Being there for those that wanted to talk and those who just wanted to sit and absorb the positive vibrations that were being shared by one and all.

May was our election month; the time when we took the opportunity to serve our Division and Chapters, the time we took to exercise our right to vote, and yes, the right to have differences. May was also our Division Annual meeting. I would like to strongly encourage each and every chapter member to take the time to figure out what, if anything, you would like the WA-AK Division to work on in the 2013-2014 term. The WA-AK Division Board serves us. What would you like to say if you could take the microphone and speak out? What would you speak to? This is **YOUR** time to be heard so please speak up.

WA-AK Division Members, Chapter Members, Officers and Committee Chairs, I am so proud of the vast accomplishments that each of you has obtained! Each of you exhibits the characteristics of professionalism, devotion, and reliability that IAAP strives for. As I say goodbye from my position as your WA-AK Division President, I will **NOT** disappear. Remember that your immediate past presidents are there to assist. We are not there to take over or do the work for you, but to assist when needed. It has been an honor, and a privilege to work with you and to serve you this year.

*Winona Salisbury, CAP*

Winona Salisbury, CAP  
Washington-Alaska (WA-AK) Division  
2012-2013 President



## Incoming President Message



Happy Summer to all!

I am very excited about the year ahead as WA-AK Division president. The new board has a strategic planning retreat scheduled and is working, along with Leslie Adkins, CAP-OM, to plan a “Kick Start” conference for Saturday, Aug 24, 2013.

Just a little bit about myself, since many of you may not know me.

I was born and raised in Palmer, Alaska and am the youngest, with five older brothers. I currently live in Anchorage, Alaska and, in between that 45 mile move, have lived in North Carolina, France, and England. I have been married to my husband, David, for 28 years and we have two sons. Sam is 20 years old and Stephen just turned 17. We also have a dog, two cats, and some tropical fish.

I work as the Administrative Associate for the Information Technology department at ConocoPhillips in Anchorage. I have been in the position for 13 years now. Prior to that, I was a Library Technician in the company’s business library for 12 years. I love to go to thrift shops and garage sales, I collect art glass, I love animals, and I recently discovered a love of playing casino slot machines.

I look forward to getting to know the members of the WA-AK Division of IAAP and encourage you to contact me at any time. I am on Facebook, LinkedIn, and am active on the IAAP web community, so feel free to invite me as a contact or friend, send me messages through the web community, or to email me or call me directly. My work email is e.j.arrowsmith@cop.com (we just got the ability to shorten “conocophillips” to “cop”), my personal address is dearrows@hotmail.com, my work number is 907-263-4921, and my cell is 907-441-6191.

I am also excited to be your delegate at EFAM next month. The following activities have been planned as division activities. .

- **Division Dinner** - Sunday, July 28, 6:00pm to 8:00pm. Meet in Conference Hotel Lobby. Please email me to let me know if you plan to participate, or if you prefer just to do the Division Outing. I will book the restaurant once I have a count of attendees.
- **Division Photo** – Sunday, July 28, 4:00pm – photo area will be announced at EFAM
- **Division Outing: Pirate’s Dinner Adventure Show** – Tuesday, July 30. This was the outing for which most people voted. Buy your own ticket and then meet in the lobby at 5:30pm to share cabs. Email mhers.laxah.concierge@marriott.com to book your reservation. More details can be found at <http://www.iaap-hq.org/efam>. Click on “Tours” tab.
- **Division Banquet Tables** – I have reserved two tables for the Closing Celebration on Wednesday, July 31. There are only 4 spaces left at \$15.00 each so contact me ASAP if you haven’t reserved your space, yet. Please mail your check to me at the address below. This means that you will not have to sign up for a table when at registration.
- **Division Dance Contest** – Lorrie Jordheim, Lorrie.jordheim@bp.com and Darlene Ducey, dalene.d.ducey@boeing.com will be coordinating that, so please email them if you want to participate.

Sincerely,

Emily Arrowsmith, CAP-OM

## WA-AK Division “Kick Start” Conference August 24, 2013.

Save the date for this exciting leadership workshop in Bothell, WA.

The focus will be on getting all the chapters and members ready for a successful 2013-2014 year.

We will cover the WA-AK Division Board’s Strategic Plan for the new year, get feedback from our members, have an opportunity for some breakout sessions by chapter board and committee positions.

There will also be a general breakout session for those not on the Board or a committee.

More details coming soon!



## Delegate Briefing Webinar



## EFAM Proxy Message

As you know, our International Board takes our suggestions and comments to heart. Each year we are asked to fill out surveys regarding EFAM, our experiences, what we liked, didn't like and what we'd like to see done differently. Well...they asked, we spoke and in response to our comments, feedback and requests, EFAM 2013 will be different!

What's new this year? EFAM starts earlier...on Saturday, July 27; the schedule has been revised; some sessions have been consolidated; our networking events have been refocused, and the post-EFAM Leadership Workshop is now the Pre-EFAM Boot camp!

What's not new? Attendees will see top-rate speakers and inspiring educational programs and have an opportunity to network with other IAAP members from around the world. Members will also see parliamentary procedure at its best when they attend the business sessions. Delegates will elect the International Board of Directors and The Foundation Board of Trustees and will vote on important amendments that will shape the future of our organization.

But what if your chapter isn't able to send a delegate? You can still have a vote and be heard by submitting a Proxy Form. The form, once completed, can be faxed, emailed or mailed to IAAP Headquarters. The form needs the Proxy carrier's name and ID Number and must be signed by your Chapter President and Treasurer. The Proxy holder must already be a credentialed delegate of a different unit (Chapter or Division).

As Delegate for the WA-AK Division, Emily Arrowsmith would be happy to be the Proxy holder for your chapter if you are not sending a delegate. Emily's ID number is 93806403.

The form must be received at IAAP Headquarters by 11:59 p.m. Central Time on July 1, 2013. The form may be emailed to [EFAM@iaap-hq.org](mailto:EFAM@iaap-hq.org) or fax to 816-891-9118.

Another important aspect to consider is that this criteria — “in order to be considered for Chapter of Excellence, the Chapter must send a delegate or proxy to the International Education Forum and Annual Meeting held in the current IAAP Fiscal Year”. That means you must send a Delegate or assign a Proxy this year to be eligible for the 2013-2014 Chapter of Excellence.

This is our association! Don't let your voice go unheard. Stand up. Be heard. Send in those Proxies! Together, we can **Be The One** to make a difference!

### [2013 EFAM Proxy Form](#)

*Credentials Check-In - Fri, July 26, 12:30pm– 5:00pm and Sat, July 27, 7:00am to 5:00pm, Grand Ballroom D  
Parliamentarian's office hours - Sat, July 27, 12:30pm – 1:30pm, Gold Key I*

To ensure that all delegates and alternates are well-informed of their responsibilities in advance of the business session, a delegate briefing webinar will be presented by the IAAP parliamentarian on July 2, 2013 at 6:00 pm CST.

### [Webinar Registration](#)

**Delegate defined:** The delegate is fully authorized to cast votes on behalf of the unit on all matters at IAAP's annual meeting. A delegate must be a member of the unit they represent and in good financial standing with IAAP. It is recommended that delegates be current officers or immediate past officers.

**Alternate defined:** If a delegate is unable to attend or remain at the annual meeting, the properly accredited alternate may be upgraded to delegate status. An alternate must be a member of the unit they represent and in good financial standing with IAAP. It is recommended that alternates be current officers or immediate past officers.

**Proxy defined:** If a unit does not have an accredited delegate, voting power may be exercised by proxy at the annual meeting. A proxy holder must already be an accredited delegate of a different unit or an international officer (per IAAP Bylaws Article XII, Section 3). Proxy voting is limited to the election of international officers and trustees.

## 2013 WA-AK Division Annual Meeting Recap

Submitted by, Leslie Adkins, CAP-OM

Another Division Annual Meeting is done. And what a wonderful event! We had 66 total registrants for the event with 14 first-time attendees; Nine WA-AK chapters were represented and three Members-at-Large attended.

Friday kicked off with Elizabeth Bowman of *Innovatively Organized* talking about how to Work Smart and Get Organized. She shared how we can use technology to help us organize our ‘digital clutter.’

Some of the comments from Elizabeth’s presentation included: I learned a lot for myself and that I want to take back to the office. Wealth of Information and encouragement. *Very relevant to my job—I could listen to Elizabeth all day! Engaging. Great topic—well worth the \$\$.* *Brings reality of what and how I need to organize my files to make my life easier.*

Friday afternoon we heard Jan McLaughlin speak about Impression Management. Jan’s talk was sponsored by Washington Employers. Jan kept us laughing and thinking the whole afternoon. Some comments about Jan’s session included: *Great engaging speaker! She gave me great new tools and ways to look at my image and how others see me. I got more than I expected! Fabulous insights into communication. Jan was fantastic!*

Saturday brought our Division’s business meeting and elections. Emily Arrowsmith CAP-OM was elected Division President. Diana Wilson was elected Division Secretary. And Georgette Kammer was elected Division treasurer. The new board will appoint a Vice President after their term begins.

Certified members, division committee chairs and chapter presidents were all recognized at the business session. Ann Pirano presented the Omega ceremony.

All attendees had the pleasure to listen to Matt Jones, a truly motivating and inspirational speaker. Matt spoke about his own journey as a cancer survivor to become a motivational speaker and marathon runner.



He told us: **“Visualize your Victory; Take Action, and Check your Attitude.”** Matt provided copies of his book and affirmation cards to everyone in attendance. Matt spoke again on Saturday afternoon—a double dose of motivation! *Life-changing speaker! Just awesome! Would love to hear him again. Absolutely fantastic energy! Matt was very engaging and entertaining! Awesome motivator!*

Attendees also heard an International update from our visiting International Board Secretary, Kristi Rotvold CAP-OM.

Friday night’s Evening of Welcome had a wine theme. We enjoyed wine tasting from Open Road winery, did wine trivia, enjoyed yummy food and most of all had a great time getting to know each other!

## 2013-2014 WA-AK Board of Directors



Emily Arrowsmith, CAP-OM Division President, Diana Wilson Division Secretary and Georgette Kammer Division Treasurer

### President

Emily Arrowsmith, CAP-OM  
ConocoPhillips, Alaska Inc.  
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### Secretary

Diana Wilson  
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### Treasurer

Georgette Kammer  
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Redmond, WA 98052  
425.255.9661 (w)  
gettep@mkammer.com

# 2013 WA-AK Division Annual Meeting Recap

Submitted by, Leslie Adkins, CAP-OM

## WA-AK Division Award Winners

Division Member of the Year  
Leslie Adkins, CAP-OM



Winona Salisbury, CAP WA-AK  
Division President, Leslie Adkins, CAP-  
OM WA-AK Division Vice President

At the annual banquet attendees enjoyed a fabulous auction organized by the Lake Washington East Chapter. There were almost 100 items! Lorna Brown CAP-OM auctioneered the live auction and the event raised almost **\$4,000!**



The 2013-2014 Division Board was installed and the following awards were presented at the banquet:

**Division Chapter Of The Year - Lake Washington East**

**Division Member of the Year - Leslie Adkins, CAP-OM**

**Newsletter Award** for Chapters with more than 30 members Lake Washington East

**Newsletter Award** for Chapters with less than 30 members – tie between Everett and Washington-Evergreen Chapters

Angela Amaya – Rising Star award for her assistance with the production of marketing materials for Division Annual Meeting as well as her work on the Division newsletter and website.  
Linda Cook, CAP-OM – recognized for her mentoring of new members and officers.

Our weekend wrapped up Sunday morning with a leadership presentation by Kristi Rotvold CAP-OM and a welcome address from Emily Arrowsmith CAP-OM who told us her story and gave us all a challenge: everyone share their story and write a few paragraphs on why YOU are the face of IAAP. We need to get more stories--and more faces--on our website and on our social media pages. Send your short piece to Emily.



Kristi Rotvold, CAP-OM,  
IAAP International Secretary

Thank you to all the wonderful volunteers who helped pull together this great event. The Board couldn't have done it without all of you!

And a big thank you to our wonderful sponsors: Placefull.com, Fun Frames Photo Booth, Conoco Philips, Butler Transportation, Snohomish Country Tourism Bureau, Vertafore, and The Catering Company.

Thank you to everyone who attended.

If you missed the 2013 event, we hope to see you next year!

Newsletter Award for Chapters with more than 30 members

Lake Washington East Chapter  
Eastsider, Editor Karen Pearson

Award for Chapters with less than 30 members was a tie between the

Everett Chapter Expressions  
Editor Sharon K. Trnka

and the

Washington-Evergreen Chapter

Tree Tops Editor Linda Cook, CAP



Winona Salisbury, CAP WA-AK  
Division President; Linda Cook, CAP-  
OM Washington-Evergreen Chapter  
President; Karen Pearson LWE  
Newsletter Editor; Marcia Jenkins,  
Everett Chapter President



# Snap Shots from the 2013 WA-AK Division Annual Meeting



# WA-AK Board of Directors

**President**  
Winona Salisbury, CAP  
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425.965.2695 (w)  
winona.d.salisbury@boeing.com

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**Vice President**  
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425 354 6800 (w)  
ladkins@vertafore.com

**Secretary**  
Melanie Loughmiller, CAP  
RMC Architects.com  
1223 Railroad Avenue  
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360.676.7733 (w)  
melanie@rmcarehitects.com

**Treasurer**  
Sandra J Early, CAP  
18503-127th Ave NE #1814  
Bothell, WA 98011  
425.806.0302 (w)  
sandyearly@yahoo.com



# Know Your Contacts

## 2012-2013 Committee Chairs

**Bylaws & Standing Rules**  
Romona Morris, CAP-OM

**Retirement Trust Foundation**  
Jacqueline Petrick, CAP

**Division Annual Meeting**  
Sandra Thompson, CAP

**Membership**  
Joanne Benson, CAP-OM

**Social Media Specialist**  
Leslie Adkins, CAP-OM

**Student Chapter**  
Michele Kramer

**Committee on Nominations**  
Melanie Loughmiller, CAP-OM

**Parliamentary Advisor**  
Loren Lee

**Professional Development**  
Darlene Ducey

**Ways and Means**  
Lorna Brown, CAP-OM

**Webmaster**  
Angela Amaya

## 2012-2013 Chapter Presidents

**Bellingham Chapter**  
**President** Linda Nielsen  
28 Members  
Meeting Date: 2<sup>nd</sup> Tuesday

**Billikin Chapter**  
**President** Patti Layou, CEOE  
41 Members  
Meeting Date: 2<sup>nd</sup> Thursday

**Columbia River Edge Chapter**  
**President** Samantha Murphey  
41 Members  
Meeting Date: 2<sup>nd</sup> Wednesday

**Everett Chapter**  
**President** Marcia Jenkins  
28 Members  
Meeting Date: 2<sup>nd</sup> Wednesday

**Lake Washington East Chapter**  
**President** Diana Wilson  
58 Members  
Meeting Date: 3<sup>rd</sup> Wednesday

**Seattle Chapter**  
**President** Linda Harmon  
55 Members  
Meeting Date: 2<sup>nd</sup> Tuesday

**Mount Rainier Chapter**  
**President** Lila L. Licens, CAP-OM  
16 Members  
Meeting Date: 2<sup>nd</sup> Wednesday

**Polar Chapter**  
**President** Isabel "Izzy" Martinez  
13 Members  
Meeting Date: 3<sup>rd</sup> Tuesday

**Washington-Evergreen Chapter**  
**President** Linda Cook, CAP-OM  
24 Members  
Meeting Date: 2<sup>nd</sup> Thursday

**WA-AK Division-Members-at-Large**  
Division Liaison for Alaska:  
Emily J. Arrowsmith, CAP-OM  
Division Liaison for Washington  
Melanie Loughmiller, CAP-OM

**NW District Members-at-Large**  
Division Liaison for Alaska:  
Emily J. Arrowsmith, CAP-OM  
Division Liaison for Washington  
Melanie Loughmiller, CAP-OM



**WA-AK Division Board 2012-2013**  
from L to R: Emily Arrowsmith  
CAP-OM President Elect, Melanie  
Loughmiller CAP Secretary, Leslie  
Adkins CAP-OM Vice President,  
Winona Salisbury CAP President

## Upcoming Events



As an office professional, you have to keep moving to keep up with the latest tools, trends and techniques. The Foundation of the International Association of Administrative Professionals walks with you. We're a network of office professionals supporting each other. Together, we're doing great work, and there's more we want and need to do. But this takes resources. That's why we're excited about the start of the Amazing Walk, a new fundraising campaign for The Foundation of IAAP! The Amazing Walk is a virtual race from IAAP's headquarters in Kansas City, MO., to EFAM 2013 in Anaheim, CA. The journey starts April 1, ends June 30 and follows historic Route 66. Every dollar you donate is one virtual mile down the course and another significant step towards helping The Foundation reach its goal of raising \$250,000.

Even though the Amazing Walk is a virtual race, your contributions will have a very real impact: helping office professionals get the career training they need to stay relevant, funding research into best practices, and continuing to ensure that your retired colleagues in need have a comfortable home in their golden years.

We need you and your colleagues in this race. Join The Foundation team as we lead the way for office professionals. Lace your virtual shoes, limber up your heart and get ready for the Amazing Walk!

**On your mark...**

**Get set...**

**Go!**



[EFAM, Anaheim, CA. The Marriott Anaheim Hotel](#)

Endless sunshine, beautiful beaches, palm trees, a mouse and his friends—but that is no competition for all that EFAM 2013 will offer you July 27-31 in Anaheim, CA. Join 1,500 of your colleagues at the premiere educational conference for office professionals. Just steps away from the front door of Disneyland™, you'll experience:

- 60 hours of innovative, advanced education over five days
- Access over 50 different vendors in the Marketplace, all available to help you do your job better every day
- Peruse the IAAP Concierge to access membership, certification, web community and The Foundation experts, all available to answer your questions about how to better take advantage of your IAAP membership, as well as resources, materials and books coinciding with several educational sessions so you can continue learning when you're back in the office.

**Total Miles Walked**

**34366**

What An Amazing Sprint!

The Foundation of IAAP is pleased to announce the following winners of the Amazing Walk's APW Sprint...  
[\[Learn More\]](#)

**Amazing Walk Guide**

[About the Amazing Walk](#)

[FAQ](#)

[Leader Board](#)

[Share Amazing Walk Post Cards](#)

[Social Media Toolbox](#)

[Chapter Donation Form](#)

[Contact](#)



**Amazing Walk Registration**

If you are registering as a participant and want your miles to be tracked, make sure you register.

[Link to Amazing Walk video](#)

## 2012 IAAP

### Chapter of Excellence

Revised Criteria as of  
July 1, 2012

1. 2012 EFAM: Chapter sends a delegate or submits a proxy to the International EFAM held in the current IAAP fiscal year.
2. October 1, 2012: Chapter submits annual meeting calendar with education and/or training topics to the members with a copy to the division.
3. November 1, 2012: Chapter submits budget and annual financial review/audit report to the members with a copy to the division.
4. April 30, 2013: Chapter develops and updates business plan. Chapter submits business plan to members with a copy to the division.
5. July 1, 2012 and May 31, 2013: Chapter holds at least one Membership Drive. Chapter submits completed Membership Drive Evaluation form to the division by June 1.
6. July 1, 2012 and June 25, 2013: Chapter holds at least one New Member Orientation. (New members in attendance must have joined IAAP within the current IAAP fiscal year.)
7. June 25, 2013: Chapter submits New Member Orientation Evaluation form to the division.
8. June 30, 2013: At least 7% of the chapter members (minimum of 2 members) qualify for Member of Excellence



## How are you doing with your Member of Excellence criteria?

I'm sure all of you are working hard towards obtaining your MOE designation for the year. It's not difficult and I imagine if you review the criteria you may be able to submit your application for MOE sooner rather than later. If you have any questions on the criteria, please talk to your Chapter Board or anyone on the Division Board.

### Revised to take effect for 2012-2013 IAAP Year

In order to qualify as a 2012-2013 Member of Excellence, the criteria (except #1 and #5) must be met in the 2012-2013 fiscal year. Only criteria #6 is a mandatory requirement.

### Revised Criteria as of July 1, 2012

A Member of Excellence will receive a certificate with a Pathways to Excellence certificate cover, and Member of Excellence pin on the fifth year.

A Member of Excellence will attain a minimum of 8 of the following 11 criteria:

1. Hold a current IAAP Certification (i.e. CAP as prescribed by the new curriculum.)
2. Download the Member of Excellence Commitment form; sign and date the form
3. Actively participate in the IAAP web community forum discussions or write an article during the current fiscal year (minimum 200 words), and have it published in an IAAP publication (chapter, division, or international level). Recommending another author's article does not qualify.
4. Attend at least one professional educational workshop, seminar, webinar or conference (at least 60 minutes in length) and provide a short paragraph on how the training relates to your job or your role in IAAP. It can be an IAAP or non-IAAP workshop, seminar, or conference; however, it cannot be included in your calculations to meet the requirement of criterion #9.
5. Hold a degree from an accredited college or university, or complete a certificate program (a minimum of one year in length) from an accredited college or university or hold a Microsoft certification earned within the last five years.
6. Pay membership dues on or before anniversary date. This criterion is a mandatory requirement. This mandatory requirement will be waived in the case of new members joining IAAP in the current IAAP fiscal year who want to work towards becoming a Member of Excellence.
7. Serve as a chapter, division, or international officer, committee chair, or committee member. Serve on an international subcommittee or task force. Serve on a college/university advisory board for the office administrative program. (Any one of the above.)
8. Conduct a public presentation, program or training at least 60 minutes in length. (Note that the presentation does not need to qualify for recertification points.)
9. Attend a minimum of eight (8) IAAP chapter, division or international sponsored meetings, programs or events (any combination; limit of two Headquarters training webinars can be included here, per fiscal year.) These meetings, programs or events cannot include an event used to meet the requirement of criterion #4.
10. Recruit at least one new member.
11. Integrate IAAP membership and involvement into annual performance plan or review.

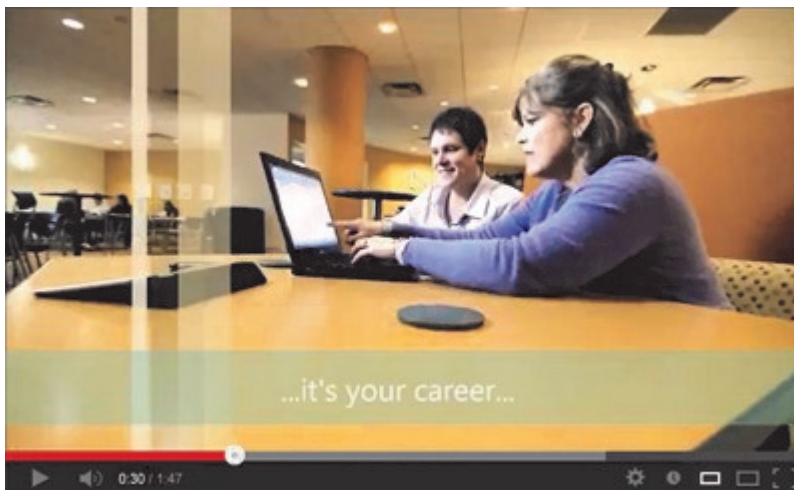
Follow this link to information and forms to get started: <http://pathways.iaap-hq.org/Pathways/Home/>  
Final submission deadline is June 30, 2013



**Why Certification Is Right For You**

Approximately 26,000 people hold a Certified Administrative Professional certification from IAAP. They are an elite corps of professionals who help businesses and organizations advance around the world every day. Watch this video to find out why you should join their ranks:

You're ready to reach the next level of your career by taking the CAP and Organizational Management



specialty exams. You can also begin working towards a Technology Applications specialty. The next round of certification and specialty exams is Nov. 2. The deadline to apply is Aug. 15. Visit the IAAP website to learn more. IAAP members receive a significant discount on the application fees, so it's worth joining IAAP or renewing your membership if you haven't already.

Turn your job into a career: apply today for the CAP certification and OM specialty exams.

## Certification Dates & Deadlines

### Exam Dates

- Nov. 3, 2012
- May 4, 2013
- Nov. 2, 2013

### Deadline Dates

- Aug. 15, 2012 (Aug. 31, 2012, with late fee)
- Feb. 15, 2013 (Feb. 28, 2013, with late fee)
- Aug. 15, 2013 (Aug. 31, 2013, with late fee)

[CAP & Org Management Application](#)

[Org. Mgmt. Specialty Exam Guide](#)

[Job Function and Employer's Statement](#)

[Exam Centers](#)

[CAP Exam Guide](#)

## OPTIONS TRAINING PROGRAM

The Options Office Skills Training Program provides quality training for office support staff through a series of self-study modules spanning four skill levels. Materials can be used individually or in groups.

With Options Technology hands-on learning, you get comprehensive technology training that will increase your productivity as you move from the basic to advanced levels. Hone your skills and prove your competency with Microsoft Office certification.

<http://www.iaap-hq.org/events/options>



**EduCAtion**



**Networking**



**Leadership Development**

2012-2013

## Foundation of IAAP Board of Trustees:

The RTF was formed and operates exclusively for charitable purposes; i.e., to provide assistance for housing to administrative professionals, age 55 and older, who are in need, maintaining Vista Grande and the RTF website. The demand for comfortable, affordable housing for retired administrative professionals is growing, and the RTF seeks to help fill that need.

The benefits of the RTF begin from the time you become a member of IAAP.



(front row, left-to-right) Patricia Row, CAP-OM; Kelly A. Reggio, CAP-OM, Foundation Chair; Carolyn L. Prather, CAP; (back row, left-to-right) Jean Bohinski, CAP-OM; Wendy S. Melby, CAP-OM; Kathy Hampton, CAP-OM; Lynda Boulay, CAP-OM.

Please follow this [link](#) to read a more explaining this news. The benefits of the RTF begin from the time you become a member of IAAP. Retirement Trust Foundation Bylaws are available on this [link](#).



## The Foundation of IAAP 2013 EFAM Scholarship Recipients

The Foundation of IAAP recently awarded 40 scholarships to deserving administrative professionals so that they can attend EFAM 2013 July 27-31 in Anaheim, CA. The scholarships cover the cost of early bird registration and represent an investment of about \$23,000 by The Foundation in the future of administrative professionals. This is the second year The Foundation has awarded EFAM scholarships. The scholarship winners, along with location, are:

Robin Campbell, CAP-OM Ypsilanti, MI

Judith Johnson Houston, TX

Joanne Owen, CAP-OM Temecula, CA

Carol Etges Lafayette, CO

Heather Aleknavage Fairfax, VA

Janet Keller, CAP-OM Alexandria, MN

Kimberly Laukala, CAP Kapolei, HI

Denise Quintana, CAP Colorado Springs, CO

Celeste Parker Blacksburg, VA

Dee Drummer, CAP Center, IA

Kristine Koss, CAP Appleton, WI

Lynn Dibben, CAP Colorado Spring, CO

Viola Dawson, CAP Honolulu, HI

Victoria Molinari, CAP-OM Laguna Niguel, CA

Monica Dodson Front Royal, VA

Karen Ortega Carbonell Kennesaw, GA

Rhonda Bray, CAP-OM Winterville, GA

Jeanette Williams, CAP-OM Raleigh, NC

Silena Janelle Evans Nassau, Bahamas

Rhonda Grant Stayton, OR

Tria Cook, CAP Somerdale, NJ

Maria Kastner Robinsville, NJ

April Stapleton, CAP-OM Dover, PA

Pat Schreuder Pomona, CA

Mary Anne Tolmie Sierra Vista, AZ

Malthaus "Mattie" McDowell Laurel, MD

**Shihpei Stevenson, CAP-OM Tacoma, WA**

Jamie Barton Westmont, NJ

Carol Riordan, CAP-OM Franklin, TN

DeAnne Hoogestraat, CAP-OM Mesa, AZ

Eloise Williams Atlanta, GA

Candise Shank Gilbert, AZ

Jane Meckley, CAP-OM Laguna Hills, CA

Virginia Hussey, CAP-OM Salisbury, MD

Riva Ellison Stone Mountain, GA

Iris Ojeda, CAP-OM Jacksonville, FL

Stephanie Wallin, CAP Andover, MN

Adebajo Modupe Olayemi Ile-Ife, Osun, Nigeria

E. Charlene Riedl, CAP Peoria, AZ

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### IAAP Mission Statement

Enhancing the success of career-minded administrative professionals by providing opportunities for growth through education, community building and leadership development.

### IAAP core values

**Integrity:** We demonstrate this cornerstone of our profession through honesty, accountability and high ethical standards.

**Respect:** We create respect within our profession and association through listening, understanding and acknowledging member feedback.

**Adaptability:** We ensure the success of our association by embracing positive change and by nurturing diversity, creativity and visionary thinking.

**Communication:** We cultivate and maintain excellence by remaining approachable at all levels, communicating openly and building strong relationships.

**Commitment:** We are steadfast in our goals to develop learning opportunities for career-minded administrative professionals and to strengthen efficiency and effectiveness.

## From the Editor



This newsletter is provided as a service to the WA-AK Division members. I would like to include as much information as possible about Chapters, Committees, and anything else that is relevant to you, the members.

Have an article you'd like to include in WA-AK Connections? Have suggestions you'd like to offer for WA-AK Connections? Did you notice an error in WA-AK Connections?

Please contact me at [asamaya@snopud.com](mailto:asamaya@snopud.com). I'd love to hear from you.

Angela Amaya Editor, WA-AK Connections

