



August, 2010

Harbor-UCLA Chapter of the
National Management Association

"Developing the Leader in You"

President's Corner

Dear NMA members,

Here it is, my first article as your President. Wow. Now, where to begin...

I mentioned at the installation luncheon in July that I hoped to get all of our membership involved in NMA this year. My first step is to provide you with a list of past events and obtain feedback from you on which, if any, programs you'd like to revisit in the future. I respect the opinions of our membership, and your participation in our events is one of the goals of our chapter's Board. Basically, what would it take to get you to attend our monthly functions? What types of workshops or programs peak your interest?

We've addressed the following topics in the past couple years:

- Speaking Like a Pro
- Mixing Generations in the Workplace
- Tax Update Tips
- Personal Financial Planning
- Ergonomics
- Crime Safety
- Stress in Management
- Strategic Visioning
- Outlook Updates
- Re-Tuning your Retirement Plan

We've also had two tours of the campus, led by Mary Werk, a presentation by Dr. Anita Nelson, our annual holiday parties, awards celebrations, and luncheons.

The focus of our programs has been slipping away from

management and leadership issues, and it is our intention to return to those important topics. So, again I ask, what would you like to get out of an NMA program? Did you find any past program, mentioned above or not, worth repeating? Do you have any ideas for topics not covered? And, do you know of anyone who would be willing to present a program at one of our Tuesday meetings? I would also like to hear from former NMA members. All responses are welcome and appreciated. Please contact me at sbutler@labiomed.org or by calling 222-3837.

Our August 3rd program is called "Taming the Paper Jungle!" Pamela Mims from Mims Consulting will show us simple ways to sort, file, store AND find our paperwork. Filing is relatively simple, but actually being able to find something I've put away is another story! I very much appreciate that Rosemary Madnick, Assistant Vice President of the Office of Research Administration and a brand new NMA member-at-large, volunteered to arrange this program.

I look forward to seeing everyone at our monthly programs.

Regards,



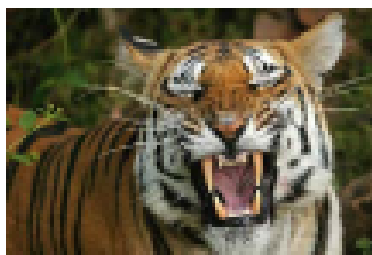
Susan Butler, Chapter President

The Harbor-UCLA Medical Center Chapter of the
National Management Association Presents

Taming the Paper Jungle!



**MARK
THIS
DATE**



Tuesday, August 3, 2010

12:00 Noon in the D9A Assembly Room

- Are the papers on your desk turning into a jungle of confusion
- Are you looking for a way to quickly access the information that you need?
- Would you appreciate learning easy ways to tame that paper jungle and simplify your life?

Learn simple methods of finding, sorting, filing and storing your paperwork and
be on your way to organizational heaven.

For 19 years, Pamela has successfully served business offices, individuals and
law firms throughout the U.S. serving as a business consultant, professional
organizer and coordinator of outsourced services

Speaker:

**Pamela Mims, Business Systems Developer/
Professional Organizer**



If attending, please RSVP to bwarren@lablomed.org by Friday, July 30, 2010
A brown bag event - feel free to bring your lunch—cookies and punch will be provided!

HOLD THE DATE! We will attempt this webinar again!



A conversation with the author of "Drive" : Daniel Pink
Title: The Surprising Truth About What Motivates Us

Friday, 8/13/10 from 9 - 10 AM
Bldg. N-14 - Boardroom

At this webinar event, author Daniel Pink will examine the three elements of true motivation - autonomy, mastery, and purpose - and offer smart and surprising techniques for putting these into action. Along the way, he'll take us to companies that are enlisting new approaches to motivation and introduce us to the scientists and entrepreneurs who are pointing a bold way forward.

You will learn:

- * The weakness of carrot-and-stick motivation.
- * The secret to high performance and satisfaction.
- * The mismatch between what science and business know about motivation.

- * The three elements of true motivation.
- * Smart and surprising techniques for putting these elements into practice.

Reply email to RSVP to Dawn Flores [deflores@dhs.lacounty.gov]

NMA Board of Directors Installation Luncheon



The luncheon begins



Our new Chapter Board



New Chapter President Susan Butler poses with Bob Noel, NMA National Director



Susan begins by outlining her plans for world domination



...to Board member Dana Denis and her catering staff for lunch



NMA and ToastMasters International Share Common Goals

Avis French

As an individual NMA member, Avis serves on the Southern California Area Council as Associate Director; in that capacity, she acts as a direct link between the chapter, Bob Noel, the local National Director and NMA Headquarters in Dayton, Ohio

As an Individual Member of NMA, how do you use the skills you learned at NMA in your daily life? How do you pass on to others what you have learned? Do you participate with other organizations and use those skills?

One organization that interfaces well with NMA is ToastMasters International (TI). The two organizations have many common goals:

- Membership
- Professional Development
- Leadership Opportunities
- Speech Contests

Let me explain. Both organizations offer differing levels of membership: TI offers club membership for closed company clubs and open community clubs. NMA offers chapter membership for company-sponsored chapters, community chapters, and individual memberships. Both organizations offer a wide variety of professional development activities: TI provides LACE (Leadership and Communication Education) in the spring and in the fall, as well as an extensive library of manuals for developing communications skills and leadership abilities. NMA provides professional and personal development workshops at the spring conferences and at the fall conferences, in addition to an extensive library of workshops and seminars and on line presentations for professional and personal development. Both organizations offer leadership opportunities: TI affords officer opportunities locally for clubs, areas, divisions, and districts, and election of International Directors who serve on the international Board of Directors. NMA affords officer opportunities for chapters, councils, areas, and the national board of directors. Both organizations offer speech contests: TI conducts speech contests for TI members in the spring and in the fall at the club, area, division, district, and international levels; TI Founders District Community Relations Committee (Orange County, CA) supplies TI judges for as many as 40 high school and college speaking events annually. TI conducts a Youth Craft program at local high schools. NMA conducts a speech contest for high school students annual at the chapter, council, area, and national levels; TI members help administer the NMA contests; TI members conduct Youth Craft at schools that are participating in the NMA speech contest.

As both an NMA Individual Member and a Toast-Master, I have had the privilege for working with both these organizations for almost 25 years. All of my experiences have been worthwhile and I am proud to be a member of both these organizations.

So, how about you? Let us know what you are doing, how you are using your NMA skills in your daily life.



Frankly Speaking

by

Frank J De Santis, CAE

Frank De Santis , former CEO of REI, is a co-founder of the Harbor-UCLA NMA Chapter and also recipient of the NMA's Gold Knight of Management

NMA LEADERS will play a role in the implementation of LA BioMed's Master Plan.

The future will hold many changes for all managers, and especially for LA Bio-Med's top leadership team, led by David Meyer, Ph.D., President/CEO. The relocation of employees to new facilities will require thoughtful planning. Many questions will need to be answered for employees such as "Where will I be located?" "Will my job change?" "Where will others be located?" and "Do we need to review existing policies and procedures?"

The determination of space assignments and needs will be a monumental task for top management as space is always being sought. Once space is assigned then a review of communication systems, equipment location, pooled resources and modern conveniences and facilities must be evaluated.

I recall that in 1961-62 a program called *Operation Transition* was initiated for the relocation of the old hospital located in the barracks to the new 8-story Unit 1 (the existing hospital). Relocation of clinical facilities from the barracks permitted the redevelopment of the vacated barracks as research facilities, which served as the core research space of REI (the forerunner of LA BioMed) for many fruitful years.

In future issues of this newsletter I will share my thoughts and advice on some of the responsibilities facing managers once the proposed new construction gets underway.

NMA

fostering

LEADERSHIP

for a new decade!

Code of Ethics

- *I will be guided in all my activities by truth, accuracy, fair dealing and good taste*
- *I will keep informed on the latest developments in techniques, equipment, and processes*
- *I will recommend or initiate methods to increase productivity and efficiency*
- *I will support efforts to strengthen the management profession through training and education*
- *I will help my associates reach personal and professional fulfillment*
- *I will earn and carefully guard my reputation for good moral character and good citizenship*
- *I will promote the principles of our Free Enterprise System to others, by highlighting its accomplishments and displaying confidence in its future*
- *I will recognize that leadership is a call to service*

Notable quotables

“Organization doesn't really accomplish anything. Plans don't accomplish anything, either. Theories of management don't much matter. Endeavors succeed or fail because of the people involved. Only by attracting the best people will you accomplish great deeds.

Colin Powell

Statement of Principles

NMA is dedicated to managerial excellence, personal and professional growth, and leadership development. The following principles identify NMA's core beliefs and provide the basis for the Association's Mission Statement.

- *We believe in the highest standards of personal and organizational integrity and respect for the individual.*
- *We believe in lifelong learning, continuous improvement, and the development of a workforce capable of sustaining a competitive posture in the global economy.*
- *We believe management is a creative, dynamic, and essential process enabling people to achieve personal and organizational objectives.*
- *We believe that managerial responsibility is shared among all individuals at all levels of the organization and that leadership is critical to management success.*

NMA Fiscal Year 2010/2011 Board of Directors

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Contributions to the Newsletter?

All submissions must be received by the 15th of the month for publication in that month's newsletter.

Contact: Stewart Laidlaw, PhD, Editor
Phone: 310-222-3624
E-mail: slaidlaw@labiomed.org

Mission Statement

The mission of the NMA is to provide management and leadership development opportunities and related chapter activities which meet the needs of the members and contribute to the effectiveness of sponsoring organizations.

Vision Statement

NMA is the recognized worldwide partnership of people and businesses inspiring outstanding leadership, and cultivating highly productive workplaces.

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