



*the k***NAC***k*

Spring 2004

## NEW MEMBERS

## WELCOME!



Anne Marie Legault Interior Designer

ACI Architecture Inc

## MEMBERS in the NEWS



**Andy McCready, ACP, CFM, IFMA Fellow**

has just been appointed to the IFMA Foundation Board of Trustees and will be attending their annual strategic planning retreat in LaGrange, Georgia this month.

**John McLaughlin, CFM**

has an article featured in the Journal of Facilities Management. He will be making this presentation at the BOMA International Conference in Toronto in June.

## ELECTIONS !!!



### 2004/2005 Board of Directors

The Nominating Committee for the 2004/2005 IFMA Northern Alberta Chapter Board is Tim McCoy, current Past President, and John McLaughlin, incoming President. Please contact Tim or John by April 30<sup>th</sup> if you would like to submit a nomination or volunteer to serve on next year's (July 2004 to June 2005) Board of Directors. Elections will be held in May.

Tim McCoy, CFM  
Past President  
**IFMA-NAC**

[Tim.mccoy@edmonton.ca](mailto:Tim.mccoy@edmonton.ca)

## NAC NEWS

### SPONSOR AWARD



Veronica Wake, Sponsor Chair presenting award to Cara Smith, ServiceMaster Inc

## PROGRAMS

## 2003 -2004 CALENDAR



'WCB Millard Centre Tour'  
'Disaster Recovery - Lessons from the Trench'  
'Christmas Social - Wines of the World'  
'Strategic Planning - Nunavut Case Study'  
'Carpet - Choosing Managing, Recycling'  
'Project Management''  
'CBC Downtown Relocation Tour'  
'Dr. Schindler' – Keynote Speaker  
AGM

4:30 pm, September 17<sup>th</sup>, 2003  
4:30 pm, November 19<sup>th</sup>, 2003  
4:30 pm December 10<sup>th</sup>, 2003  
lunch January 21st, 2004  
lunch February 18th, 2004  
lunch March 17th, 2004  
**4:30 pm April 28th, 2004**  
lunch **May 19th, 2004**  
supper **June 16th, 2004**

Our regularly scheduled Wednesday chapter event will be held this month on the LAST Wednesday of the month rather than the third Wednesday as usual. We've arranged a tour of the new CBC facilities in downtown Edmonton - guided by Jack Tyler, Operations Manager for Radio and TV in Alberta.

### **CBC Edmonton Tour – Wednesday April 28th**

**Schedule:** 4:30 pm – networking; 5:00 – facilities tour; 6:00 – supper

**Place:** CBC Headquarters – main floor entrance, SE corner Edmonton Centre

**Contact:** Andy McCreedy, Chapter Program Director at 414-1450 or [andy@mccreedy.ca](mailto:andy@mccreedy.ca) for information or ideas for upcoming Events. All dates to be confirmed please contact Vicki Hackl at 455-1187 or [vici@telusplanet.net](mailto:vici@telusplanet.net)

**Register on line for programs!! [www.ifma-nac.org](http://www.ifma-nac.org) Programs**

## MEMBER HIGHLIGHT

John McLaughlin, CFM, M.E.Des.

### Winning Project Approval – Writing a Convincing Business Case for Project Funding

#### Abstract

A well-researched and documented Business Case provides decision-makers with data and information to improve decision quality. Business Cases may be needed for approving the project or budget, obtaining finances from public or private sources, deciding on facility location, or setting direction from a range of strategic facility alternatives.

There are proven methods and techniques for researching and documenting an effective business case that will reduce time and costs, as well as produce a more comprehensive, convincing deliverable. Accurate time and cost estimating, scope definition, and effective organization of your team is critical for a successful launch. Knowing where to research information, and identification and evaluation of alternatives are critical in developing your first draft. Leveraging the capabilities of modern technology, and preparing yourself with strategies and tactics to address inevitable problems are key to completing your project to your customer's satisfaction, on schedule and within budget.

The complete article will be in the Journal of Facilities Management and John will be presenting it at the BOMA International Conference in Toronto in June.

<http://www.henrystewart.com/journals/hspindex.htm> publishers web site to purchase the article.

## MEMBER INFORMATION

### Associate Membership

Associate membership is open to individuals whose primary responsibilities include: business development; sales and/or marketing as a consultant; representation of a manufacturer, vendor, dealer, distributor; and/or provider of facility-related products and services.

The membership belongs to the organization; however, it is recorded in the name of an individual representative. The organization may assign or transfer the membership among its personnel. No more than two representatives in the Associate classification from any organization may belong to any one chapter at a time.

For an Associate membership to be transferred to a new representative within the company, IFMA headquarters must receive the request in writing on company letterhead or by e-mail from a company e-mail address or as changes on a renewal notice. Associate transfers or updates cannot be accepted over the phone. The request must include all of the contact information for the new representative. For Chapter Administrators who edit contact information for members - only Associate members e-mail and phone numbers can be edited. Please forward all Associate member changes, updates and transfers to [membership@ifma.org](mailto:membership@ifma.org).

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## IFMA HEADQUARTERS UPDATES

- Profiles 2003: Salary Report –is now available: [bookstore@ifma.org](mailto:bookstore@ifma.org)
- Welcome Heidi Balentine – the new West Area Chapters' Liaison: [heidi.balentine@ifma.org](mailto:heidi.balentine@ifma.org)
- World Workplace 2004 registration is now open! [www.worldworkplace.org](http://www.worldworkplace.org)
- Two new Councils: The Airport Facilities Council and The Manufacturing Council: contact Leslie Scantlebury, council resource manager at [leslie.scantlebury@ifma.org](mailto:leslie.scantlebury@ifma.org)



### Experience the Best of What IFMA Has to Offer at World Workplace 2004!

Dear IFMA Member,

IFMA brings people together to share what they cannot learn alone. IFMA's World Workplace represents the hub of FM knowledge and networking. World Workplace offers something new every year. From dynamic educational sessions and intriguing keynote speakers to special events and a premier expo of workplace-related products and services, this event represents the best of what the FM community has to offer. World Workplace is the only FM industry event that offers diversity in education, exhibits and networking. It draws attendees from all over the world and from a variety of workplace-related industries, including technology, engineering, architecture, design, security, real estate and facility management. This year, our educational program will include sessions on Managing Facilities, Advancing the Business and Leading the Organization. You won't want to miss the World Workplace experience! Please join us October 17-19 in Salt Lake City, Utah to continue on your path of building a stronger contact- and knowledge-base. Information on travel and registration is available now at [www.worldworkplace.org](http://www.worldworkplace.org).

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IFMA is the Houston, Texas-based professional association for facility management with approximately 17,300 members in 126 chapters and 55 countries. The organization offers networking opportunities through its regional chapters and councils structure, provides certification and educational programs, conducts research, spots trends and assists facility managers in developing skills and strategies to manage the human, structural and real estate assets of an organization. For more information, visit the Association's Web site at [www.ifma.org](http://www.ifma.org).

## OTHER EVENTS

**Calgary IFMA Chapter Building for Today's Needs and Tomorrow's Opportunities** Wed, April 21, 2004  
[info@ifmacalgary.org](mailto:info@ifmacalgary.org)

**7<sup>th</sup> Annual Sustainable Building Symposium** May 4 and May 5, 2004  
[dagny@compusmart.ab.ca](mailto:dagny@compusmart.ab.ca)

**CSC Edmonton Golf Tournament at Legends Golf Course** June 18, 2004  
[cgmccallum@shaw.ca](mailto:cgmccallum@shaw.ca)

### **Stantec Consulting Ltd Facilities Planning and Operations Management Technology Solutions**

A technology workshop to experience the most comprehensive facilities planning and operations management technology solutions available today. There will be interactive demonstrations on ARCHIBUS/FM, FM:Systems and TRIRIGA.  
[www.stantec.com/fposeminar](http://www.stantec.com/fposeminar) for dates and registration information or contact: Jo-Louise Huq (780) 917-6957

## OPPORTUNITY – FM Internship Students Available

An opportunity exists for a local FM organization to contribute a valuable learning experience to the professionals of tomorrow.

We recently received the CV's of two students in a **Master's Degree** program of Facility Management at the FHS Kufstein (Professional University of Applied Sciences for Facilities Management) Austria, requesting assistance in securing internships at a Canadian company whose core-business is FM or at the FM department of an organization. FHS Kufstein, is one of only five educational institutions worldwide to offer an IFMA recognized Masters Degree Program and is the only IFMA recognized program in Europe. They are particularly eager to discover the Canadian approach to Facility Management and wish to share their European perspective with us.

Along with their studies in a Master's Level FM program, their CV's indicate previous internship and work experience directly related to Facility Management, Construction and Architecture, so I encourage you to consider the contributions these students could make to your operations.

The internship period would, ideally, last from August 2004 to January 2005 (six months).

Their resumes, application letters and FM program outline are available by contacting Johanna Wienert @ 487-2620 or [jwienert@compusmart.ab.ca](mailto:jwienert@compusmart.ab.ca). Johanna invites any interested organizations to call and discuss this opportunity.

Both students are eager to hear from anyone who may have an internship opportunity available, and are happy to provide any additional information you may require.

Please feel free to contact the applicants directly.

Kristina Wamser, in Kufstein, Austria: telephone: +43 / 664 / 1209880 e-mail: [tini.wamser@gmx.net](mailto:tini.wamser@gmx.net)

Carmen Winkler in Kufstein, Austria: cell phone: +43 / 650 / 8151478 email: [carmen.winkler@gmx.net](mailto:carmen.winkler@gmx.net)

Johanna Wienert, CFM  
President  
**IFMA-NAC**

## EDUCATION

## Certified Facility Manager (CFM) Study Group



IFMA-NAC may possibly be the only Chapter which continues to provide CFM Study sessions at no cost to their Chapter members. This commitment to affordable education and professional development opportunities for our members is instrumental in maintaining one of the highest proportions of CFM's in any Chapter. A vast majority of participants in past Study Groups who have written the comprehensive CFM Exam have passed.



Due to the high proportion of members already certified The Education Committee will be organizing Certified Facility Manager Review Courses according to demand.

### CFM Study Group Revised Schedule (25 Mar 04)

**May 01, 2004** Real Estate  
Leadership and Management

**Note: All sessions will be conducted at the U of A General Services Building, 4<sup>th</sup> Floor in the Facilities Management Office from 0900H – 1300H**

**Contact: Steve Rees, CFM, Chapter Education Director** at 930- 5838 or [srees@cha.ab.ca](mailto:srees@cha.ab.ca) for more information on the CFM Exam, or joining the Study Group.

## WHO WE ARE

### 2003-2004 BOARD OF DIRECTORS

Johanna Wienert, CFM	-	President
Tim McCoy, CFM	-	Past President
John McLaughlin, CFM	-	Vice President
Ron Muir, CFM	-	Treasurer
Vacant	-	Secretary
Vacant	-	Membership
Steve Rees, CFM	-	Education
Vacant	-	Communications
Veronica Wake	-	Sponsorship
Andy McCready, CFM	-	Programs
Vicki Hackl	-	Administrator

## CANADIAN CHAPTERS

The April issue of Canadian Facility Management & Design features: "Association Profile: IFMA: the FM's network of knowledge. In this article all of the Canadian Chapters and Presidents are listed with contact information. Did you know that there are TEN chapters in Canada?!

