

# MAPAC ♦ NEWS

MID-ATLANTIC PERSONNEL CONSORTIUM, INC.

Spring 2003

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## MEMBERS

### CITIES

Baltimore, MD Philadelphia, PA  
New York, NY Rochester, NY

### COUNTIES

Baltimore, MD  
Fairfax, VA  
Prince George's, MD

### STATES

Delaware New York  
Maryland Ohio  
New Jersey Pennsylvania

### OTHER

City University of New York  
MD Department of Transportation  
Metro Washington Airport Authority  
NY State Unified Court System  
Port Authority of N.Y. & N. J.  
School District of Philadelphia  
U.S. Postal Service  
Immigration and Naturalization Service  
N.Y. State Transit Authority  
Port Authority Trans-Hudson

## *P*RESIDENT'S *P*ODIUM

*Elliot Lasson, Ph.D.*

This is my last column as President of MAPAC. As others typically do in this situation, it is an opportunity to reflect back on the past and look optimistically to the future. I plan to stay active in MAPAC in my role as Past-President. Since my involvement in MAPAC, I have come to appreciate why it is important to have a niche public sector oriented organization like ours in a regional framework.

Let's reflect about the past. I guess the one thing that stands out most is when some interior decorators took it upon themselves to re-orient my room after Dr. MAPAC had left the building in Harrisburg. My professional observation was that somehow these rogue government employees were examples of personnel assessment gone awry at the time that they were hired by their jurisdictions.

Now, a more serious note. The MAPAC courses, together with those from IPMAAC, have been packaged together for some high quality training. These programs have been successfully run in New Jersey and Maryland. In addition, the partnership with Penn State's Justice and Safety Institute has been formalized so that the training modules can be delivered to an even broader audience. MAPAC will be the beneficiary of royalties paid for materials by that organization and can turn these funds around to support enhancements to the materials.

There were also some tragic events which, as we know, affected our group. First, was the 9/11 terrorist attacks which destroyed the very site in which our Spring 2001 Conference was held just four months earlier. Our collective thoughts were with our colleagues from the Port Authority as concerned MAPAC members searched for information. Although they were spared, many of their co-workers were not as fortunate. We hope that they can somehow rebuild both physically and emotionally. Second, was the passing of our Past-President, Linda Dunn. The tribute presented to Linda's family in New York City demonstrated the carry-over in what we do on our jobs--to "life", and vice versa.

Now, about the present. There is much activity going on every day, even between the Conferences when we all get together. The Training Committee is revising, updating, and coordinating materials. Drafts of the Bylaws revisions are passing back and forth. We hope to complete the revisions by next year. We are also recruiting other jurisdictions as new members which should contribute to the stability and growth of MAPAC.

## *Features*

**Business Meeting Report  
Winter 2003**

**Feature Article**

**Penn State  
Establishes Center for  
Personnel Assessment and  
Selection**

*Upcoming Events*

**President's Podium (Continued)**

As for the future, I see a bright one for MAPAC for the following reasons:

- Fiscally, we are in good shape. Through collection of dues, savvy negotiation for meeting space, and being frugal on expenses. We have had sufficient funds to continue our programming and training at a high professional level and pleasant meeting environments.
- We have a mix of young and seasoned personnel assessment professionals who are contributing to the organization. This comes in the form of leadership roles, volunteering on committees and other projects, and consistent attendance at Conferences.
- Through networking and the now coveted MAPAC bags, the organization is gaining in name recognition both inside of the public sector arena and outside of it.

I hand over the reins of this great organization to capable people. I have worked with Amy Bauer for the past couple of years on programming and she will do a great job as President. Will Martin, our conscientious President-Elect, has already solidified the Conferences for all of 2003. Elizabeth Silberg has taken over the Training Committee, and Jack King as Treasurer. David Hamill continues to manage the website and we look forward to the additional enhancements which he has planned. In addition, Jim Frankart's overseeing membership and Sylvia Franklin's work on the newsletter help round out MAPAC's *supporting cast*. *Onward and upward!*

# *P*RESIDENT'S *P*ODIUM

*Amy Bauer*

I agree with Elliot that MAPAC's future is bright. Along with the activities that Elliot mentioned, another exciting development is the formation of a Historian position. During the winter Business meeting there was a lively discussion about the need to preserve MAPAC's history. As a result, a new position was formed which Lara Bodkin, Maryland Transit Administration, has volunteered to take on (thank you Lara!). In a nutshell, the Historian will be responsible for collecting, organizing and maintaining official MAPAC documents and records. At the May meeting, Lara will share more details about her role and ask for suggestions and ideas from the membership. Be on the lookout for a call for information that she will be sending out in the near future.

I look forward to working with many of you during the upcoming year. One of my short term goals is to increase participation on the committees. I also look forward to finalizing the Bylaws during the course of the next year and the development of the Historian role.

Will Martin has done an excellent job putting the spring program together and I hope to see you at Rehoboth Beach May 14-16!

**Secretary's Report**  
**MAPAC Business Meeting**  
**January 30, 2003**

Jack King, NYS Dept. of Civil Service

The meeting was called to order by President Amy Bauer. Present: states of New Jersey, New York, Maryland and Pennsylvania; cities of Philadelphia and Rochester; counties of Baltimore and Fairfax; and Immigration and Naturalization Service, Maryland State Highway Authority and Metro Washington Airport Authority.

There was a discussion of the need for a MAPAC Historian, and general agreement that the position should be created and filled.

Due to current evaluations of existing MAPAC bylaws, a decision was made not to receive or accept any new membership applications pending completion of the bylaws revisions. A recommendation was made to temporarily return Cooperative Personnel Services' application for membership pending the revision of the MAPAC bylaws. CPS will be contacted after new bylaws are adopted.

Dr. Elliot Lasson outlined the possibility of creating an additional category of membership in MAPAC with some of the possible features:

- Associate member
  - can participate in training
  - pay regular dues
  - no test exchange privileges
  - no voting privileges
  - cannot hold an office

In keeping with past practice in recognition of the professional services and assistance provided by IPMAAC to MAPAC with its web site maintenance and speaker/presenter recruitment efforts, agreement was reached to continue MAPAC's support to the annual IPMAAC conference with the contribution \$1,000 to IPMAAC to be used for programs at the June conference.

Newsletter – Chris Parker volunteered to support the work being done by Sylvia Franklin with the MAPAC Newsletter.

Treasurer's Report

Jack King presented the Treasurer's report, indicating a balance of \$9221.85 in the MAPAC account.

## Feature Article

### Penn State Establishes Center for Personnel Assessment and Selection

Charley Sproule

*IPMAAC, MAPAC and Penn State enter into agreements to make personnel assessment seminars more widely available*

Pennsylvania State University (Penn State), the International Personnel Management Association Assessment Council (IPMAAC), and the Mid-Atlantic Personnel Assessment Consortium (MAPAC) have entered into agreements which will make IPMAAC and MAPAC personnel assessment seminars more accessible to practitioners. As a result of the agreements, Penn State established the Center for Personnel Assessment and Selection (CPAS) under the Justice and Safety Institute of the College of Liberal Arts. The Center will be offering personnel assessment seminars in a variety of locations nationwide.

The following three-day seminars will be offered by the Penn State Center for Personnel Assessment and Selection under the agreements with IPMAAC and MAPAC. Additional seminars may be added in the future.

- IPMAAC Seminars
  - Examination Planning (Planning Hiring and Promotional Assessments)
  - Ratings of Training and Experience (T&E's)
  - Structured Employment and Promotional Interviewing (Oral Examinations)
- MAPAC Seminars
  - Job Analysis for Content Validation
  - Written Test Item Writing

- Statistics for Personnel Selection Specialists

Details on the above six seminars are available on the IPMAAC and MAPAC web sites (see training web pages under <http://www.ipmaac.org/> and <http://www.ipmaac.org/mapac/>). The Penn State CPAS web site is <http://www.outreach.psu.edu/cpas>

The agreements will help to accomplish the purpose of providing personnel assessment education and assistance to public and private organizations, promote professional assessment practice, and provide income for our professional organization which will be used to help keep training content current and develop additional needed training.

Following are some of the elements of the written and oral agreements between the organizations:

- Penn State will serve as a delivery unit for IPMAAC and MAPAC seminars and workshops. IPMAAC and MAPAC will serve as the content experts for the development and update of personnel assessment training, and maintain copyright ownership of all training materials.
- Penn State will grant continuing education unit (CEU) credits to those who complete each of the seminars.
- IPMAAC and MAPAC will continue to offer training directly to individual member organizations wishing to host the training. Penn State will focus on making the training more widely available by scheduling seminars in urban areas, and offering the training to a variety of public and private organizations and interested individuals.
- Seminar instructors will be provided by IPMAAC and MAPAC, and must be approved by Penn State.
- Penn State will share revenues from the training with IPMAAC and MAPAC.
- The organizations will coordinate training offerings to avoid duplication.
- Penn State will actively market the seminars by use of brochures, emails, a web site, and other promotional activities. Penn State CPAS will

handle training arrangements, such as duplication of materials, obtaining equipment and facilities, registration, and budget management.

- IPMAAC, IPMA, and MAPAC will include information about scheduled CPAS training offerings in their newsletters and web sites.
- Penn State will provide feedback to IPMAAC and MAPAC on seminar and instructor effectiveness.

The agreements were established as a result of proposals made to the three organizations by Charley Sproule, Director of Sproule and Associates. Charley is a past IPMAAC and MAPAC President. He has focused his consulting business on the development and conduct of personnel assessment training. Over the past three years Charley led the update of the three IPMAAC personnel assessment seminars, and worked with MAPAC to assist in the update or development of the three MAPAC seminars. Nancy Abrams of the Partnering Group, Bruce Davey, President, Bruce Davey Associates, and Jim Johnson, Director of Research, Department of Personnel, State of Tennessee, each worked with Charley on one or more of the IPMAAC seminar updates. Radford University students of Mike Aamodt prepared some of the updated course materials for two of the seminars.

The partnership between these entities began when Leo Dadigan, a former Pennsylvania State Police Officer, independent consultant and Penn State faculty member contacted Sproule & Associates and Donald Zettlemoyer, the Director of the Penn State Justice and Safety Institute. The evolution of the meeting to a new partnership and implementation plan involved IPMAAC and MAPAC Presidents Donna Denning, Harry Brull and Elliot Lasson, and Training Committee Chairs Mabel Miramon and Amy Bauer, as well as an ad hoc committee of IPMAAC members including Mike Willihnganz and Jim Johnson, and IPMA staff Sara Shiffert and Julie Galli. Avis Kunz of the Penn State outreach office leads the implementation planning effort for CPAS. Laura Miller of Penn State has done graphic design and marketing work.

Since the agreements were signed, originals and electronic copies of all IPMAAC seminars and the MAPAC job analysis seminar have been provided to Penn State. The two remaining MAPAC seminars are

being updated, and will soon be provided to Penn State. IPMAAC has established criteria for seminar instructors and identified a pool of qualified instructors. A national web-based training needs survey is being developed by Jim Johnson and Tony Perry of the State of Tennessee to help determine the location of future seminars, and to help identify the need for additional seminars. Penn State has initiated the marketing effort by developing a brochure on available training, creating a CPAS web site, and creating targeted marketing lists. A conference session related to this effort has been proposed for the June 2003 IPMAAC Annual Conference. The first CPAS course offerings will be the Examination Planning seminar in Crystal City (near Washington DC) on September 29 – October 1, 2003, and the Oral Examinations seminar on October 20 – 22, 2003 in Pittsburgh Pennsylvania.

For further information concerning the agreements or the training programs, contact Mabel Miramon, IPMAAC Training Chair at [mmiramon@spb.ca.gov](mailto:mmiramon@spb.ca.gov) phone 916 653-1401, or Elizabeth Silberg, MAPAC Training Committee Chair at [esilberg@dbm.state.md.us](mailto:esilberg@dbm.state.md.us), or Avis Kunz Pennsylvania State University outreach office at [alm2@outreach.psu.edu](mailto:alm2@outreach.psu.edu)

The dates and locations for the CPAS Seminars are as follows:

Examination Planning  
**September 29 - October 1, 2003**  
Sheraton Crystal City  
Arlington  
Registration \$745 (early bird \$695)

Oral Exams  
**October 20 - 22, 2003**  
Embassy Suites  
Pittsburgh (Airport)  
Registration \$745 (early bird \$695)

Contact: Penn State University Center for Personnel Assessment and Selection @ 814-865-7755



**Jaime Rivera**  
**Human Resources Specialist III**  
**Employment Services/State Personnel Office**  
**State of Delaware**

**Jamie says:**  
**MAPAC - "It's my "Learning Institution." I enjoy the workshops and as a member, it gives me the opportunity to interact with others.... I express and share our needs and accomplishments and learn from others. I seek guidance, through interaction and the "EXPERTISE" MAPAC offers!**

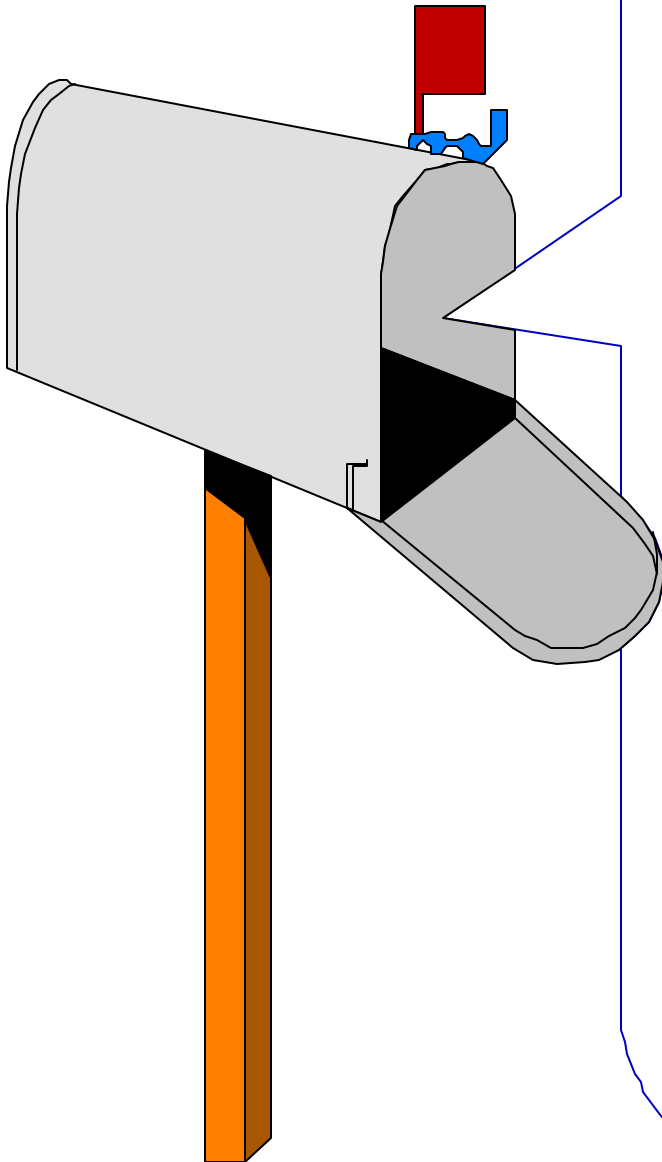
Retired Military (Air Force) 26 years active duty.  
Distinguish awards: Distinguish Flying Cross  
Eight Combat Air Medals  
Meritorious Service Medal  
Vietnam Gallantry Cross, Service  
Campaign medals  
Liberation of Kuwait Service Medal  
Del. State Personnel Employee of the Quarter and  
2002 Employee of the year for State Service Excellence

**Education:**  
BS Human Resources Management. Concentration in the behavioral sciences with 60 credited hours. Attained credited Senior Managerial Academies with emphasis on leadership roles, public administration, strategic planning and training. Credited formal training and experience as an instructor and evaluator as Chief of Standardization and Evaluation Dover AFB, DE. (15 Years).

### **Human Resource Background**

As Chief of Standardization and Evaluation and a Human Resources Specialist III for the State of Delaware, I have attained experience in job analysis, examination planning, and test development. While in

the Air Force, I developed tests for training programs from its initiation stages to implementation and continuous process. I developed assessment tools and strategies such as Open and Closed book exams, simulated emergency procedures, training and critiques for Annual and No-Notice performance flight evaluations. I have experience determining factor measurements, item analysis and trend analysis.



### ***UPCOMING EVENTS 2003***

**May 28-June 1 American Psychological Society Annual Conference, Atlanta, GA**

**SHRM Conference, Orlando, Fl.  
June 15-18 IPMA Eastern Region Conference, Atlantic City, New Jersey**

**June 22-25 IPMAAC Conference Baltimore**

**August 3-7, American Statistical Association, Annual Convention, San Francisco, CA**

**August 7-10 APA Conference, Ontario**

**September 10-13 IPMA-HR Annual Training Conference, Marriott Downtown Chicago**

**September 10-13, IPMA Conference, Chicago, IL**

**September 17-19, MAPAC Fall Meeting, Washington DC**