

SHRM Oregon State Council Meeting

February, 2017

MINUTES

TUESDAY, FEBRUARY 28, 2017 2:00 – 5:00 PM

HR ANSWERS, TIGARD

MEETING CALLED BY	Stacey Brown, State Council Director
TYPE OF MEETING	SHRM Oregon State Council Bi-Monthly Meeting
FACILITATOR	Stacey Brown, State Council Director
NOTE TAKER	Jill Faughender, State Council Secretary
ATTENDEES	OSC members present were: Stacey Brown, Kristen Taylor, Tim Rasch, Stephanie Smith, Beth Harrison, Ian Wiggins, Katie Tank, Jill Faughender, Nikki Shutte, Jane Allen, Micky Dryden, Karlina Christensen-Lee, Maiya Hall-Olsen, Sharon Borgardt, Natalie Eggert, Laurie LeRiche, DeeDee Gordon, Markus Brown, Deborah Jeffries, Alan Cabelly, Scott Cantu and Dianna Gould. Douglas County Chapter Board guest Emily Reynolds. Present by teleconference were: Joe Rossi & Kathryn Reinhardt
MEMBERS ABSENT	Shauneen Scott
ASSOCIATED DOCUMENTS	Treasurer's Report and Financials, Minutes of 01/06/17

Agenda Topics

WELCOME, INTRODUCTIONS STACEY BROWN

Called to Order at 2:16 p.m. at HR Answers, Tigard, Oregon.

OPENING

Welcome and introductions

COUNCIL OPERATIONS STACEY BROWN

REPORTS

Secretary: Jill Faughender

Approval of Minutes: Minutes of 01/06/17 were presented for approval. Motion by Natalie Eggert to accept the minutes as written, second by DeeDee Gordon, motion carried.

CHAPTER REPORTS Chapter Presidents

PHRMA, Nikki Schutte, Chapter Director

Reporting Period: 01/06/17 – 02/28/17

Current Events & News:

- PHRMA attended a Super Mega meeting in San Diego and received a bunch of great information and ideas on increasing membership!
- SHRM Certification class beginning with 15 registered. This is low for us...normally we have at least 20.
- Our monthly programs are almost completely planned. We will be doing luncheons, breakfasts during the summer and thinking about evening/happy hour events in the fall including a plated dinner in September with a mock trial.
- We have a full board, but still looking for a few co-director positions.

SHAPE initiatives & updates:

- We are working increasing our membership to be well above 1,000 members going forward. More to come on the official plan!
- Our Strategic Management Conference planning is well under way! May 17, 2017 at OCC. 6 Business Credits are pending through HRCl and 6 through SHRM.
 - \$199 early bird rate for SHRM/PHRMA members...please let your membership know about this! I will email out the logo and registration link.
 - This year, we will be hosting a networking/happy hour event after the conference where our raffle winners will be announced (to entice people to stay).

What other Chapters need to know:

- Did you know that you can do a search in LinkedIn of your particular area to find HR professionals in your area? This is a great way to see; exactly what "your market" is for HR professionals a not solely relying on SHRM to provide their at-large lists.
- We are in need of volunteers for the SHRM Student Case Study Event. If you would like to send this volunteer opportunity out to your chapters, we would appreciate it!

MHRA, Kristen Taylor, Chapter President

Reporting Period: 01/06/17 – 02/28/17

- The January MHRA chapter meeting was cancelled due to inclement weather. The displaced program on identity theft has been rescheduled for later in the year. Our February chapter meeting was held on 2/8/2017 and covered legislative hot topics and proposals. This is an annually reoccurring topic presented by Saalfeld Griggs staff attorneys. This meeting was well attended as usual and 2017 seems to hold potential for significant legislative impact. We have confirmed that as of April our monthly chapter meetings will be held at Trillium Family Services Old School Conference and Event Center. This is exciting as the venue location may help draw increased meeting attendance from our Corvallis member base. Venue costs will increase, however. MHRA is dedicated to maintaining free chapter meetings for our members so this puts extra pressure on sponsorship to offset the cost. We are also planning to host 1-2 additional programming options later in the year that would be fee based in order to generate revenue.
- We held a foundation fundraiser raffle at our February meeting for the free registration to the State Council Conference. Raffle raised \$140.00
- MHRA is currently in contact with Michelle Swift from Oregon State University. Michelle is interested in taking on being the faculty advisor for a new student chapter and reports a sufficient core student population to get it off the ground. We are excited about the opportunity to partner as this develops.

SHAPE initiatives & updates:

- 2017 SHAPE/EXCEL initiatives have been outlined for each core leader area.

SHRMA, Shauneen Scott, Chapter President presented by Secretary Faughender

Reporting Period: 01/06/17 – 02/28/17

Current Events & News:

- Planning is underway for the year. We are moving to meetings every other month due to the low attendance we saw at the end of last year.
- In September we have a 3 hour seminar on conducting Investigations and litigation pitfalls by a local attorney. Our HR Basics program planning is moving right along. We are looking at a larger venue that might accommodate more attendees since the last few years we have been sold out.

SHAPE initiatives & updates:

- We are currently recruiting for a few additional board members to fill some vacant positions. Hopefully that will help with planning in core leadership areas.

DCSHRM, Stephanie Smith

Reporting Period: 01/06/17 – 02/28/17

Current Events & News:

- Working with SHRM members in the Coos Bay area to evaluate setting up a satellite chapter for the area that cannot currently support the minimum required for a SHRM affiliate Chapter charter.

SHAPE initiatives & updates:

- Dennis Carr of Lane CC helped facilitate the chapter certification class and the pass rate was very strong.
- Looking to tap into grant funding to the county to help host two career fairs, one for employers to meet with potential candidates and one career development focused career fair with a clothing closet, mock interviews. Stephanie noted that the Oregon Employers Council is not participating at this time.

LCHRA, Beth Harrison, President

Reporting Period: 01/06/17 – 02/28/17

Current Events & News:

- January Chapter Meeting was sponsored by and led by Wells Fargo Advisors and was about the new Fiduciary rules and the Oregon Retirement Savings Plan; It was well attended by CFO and HR folks.
- February we had a 3.5 hour Work Trends Conf lead and sponsored by Linfield College and was about Transgender relations in the workplace. Presenters were Trans affirming Spaces, an offshoot of New Seasons Market who present for a fee.
- Our Legislative Chair provided an overview of all of the proposed Oregon House and Senate Bills going to be considered for a hearing
- HR After Hours Feb 22nd

SHAPE initiatives & updates:

- Michelle Swift is revamping our HR Internship Program in order to insure that the internships will occur in the summer when most students are available
- Michelle will be working on a student chapter for OSU
- We are improving our chapter sponsorship program to make it more beneficial to the sponsor companies (i.e. vendors that want access to our membership)

Questions about/I need help with....

- Would like to know what other chapters are doing for auditing the finances
- Do any other chapters offer stipends for board members for specific roles that have a high work load? How do you decide when and will not to pay?

Rogue Valley, Joe Rossi, Chapter President-

Reporting Period: 01/06/17 – 02/28/17

Current Events and News:

- January Board of Director (BoD) Kick-Off Dinner: a successful event/program was conducted, focusing on BoD transition and SHRM/OSC educational topics.
- Our 2017 Monthly Program line-up is now complete, with a variety of topics and Presenters. Our Annual May 17th Legal Seminar is shaping up very nicely, featuring attorney presentations from the Portland law firm of Barran Liebman, and a very interesting presentation on Recognizing Impairment in the Workplace by the Medford Police Department.

SHAPE Initiatives:

- Workforce Readiness: Planning continues with our Southern Oregon Career Networking Expo (SOCNE) scheduled for May 13, 2017. Sponsored by RV-SHRM, several key components of the event are starting to take shape, including a strong collaborat with several military veteran groups to engage this workforce. A highly developed SOCNE Media Plan is also underway to highlight the event throughout Southern Oregon and beyond.
- Membership: Three 2017 initiatives have been agreed upon, including initiating a first-time quarterly BoD Lunch and Learn SHRM membership presentation with selected Rogue Valley Company HR Departments.

Best Practices and other good stuff to share:

- Junior Achievement Careers-in-Gear Event participation: Our 2017 RV-SHRM BoD is planning to participate in this annual event on March 16th, staffing a booth that will engage over 1200 local high school students to educate career options in Human Resources field.

Chapter Requests for support and other help from OSC:

- None at this time.

LCHRMA, Ian Wiggins, Chapter President

Reporting Period: 01/06/17 – 02/28/17

Current Events & News:

- Crucial Conversations 2-day workshop in Astoria on April 27th and 28th at Clatsop Community College sold out in less than 2 weeks and have a handful on our wait list. While we were denied a grant for 25 sets of materials we were offered 15 sets from VitalSmarts because we were opening registration up to the community. We will use the additional funds to help

offset some of LCHRMA's overhead costs.

- February 8th general session was on internal investigations led by Denise Downs of Denise Downs Consulting.
- March 1st general session will be our Employment Law Update presented by Liani Reeves from Bullard Law.
- Ian attended the SHRM Webinar on Government Affairs. Remember to contact your representatives
- Chapter meetings have changed locations.

SHAPE initiatives & Updates:

- Our Diversity Director is reaching out to business groups on the fringe of our territory to generate more interest in LCHRMA events and have temp agencies and other business organizations promoting our events.
- Seven LCHRMA Board Members attended the Clatsop County Job Fair and offered resume review and mock interviews. A total of 7 schools participated and 40 mock interviews were completed by board members.
- Have expanded our scholarship to include students returning to school in effort to include an aging workforce as well as scholarship towards SHRM Certification.

HRACO, Katie Tank, Chapter President

Reporting Period: 01/06/17 – 02/28/17

Current Events & News:

- We held membership meetings in both January and February, which were both well-attended. We have moved our meeting location to a local non-profit and it is working out well. An Oregon legislative update went out to the membership two weeks ago. We continue to prepare for the NHRMA conference this fall, and did a site review at the Riverhouse on 2/20.

SHAPE initiatives & updates:

- Our board is working to develop our SHAPE initiatives for 2017. A big one will be our chapter hosting the NHRMA conference in September 2017. Volunteer opportunities for SHRM chapter members will be published in a few months by Conference Solutions.
- Working with Dennis Carr to evaluate a certification preparation class, we need a minimum 10 participants to make it work.

YCHRA, Jill Faughender, Chapter President

Reporting Period: 01/06/17 – 02/28/17

Current Events & News:

Upcoming programs include:

03/09/17 – Generations in the Workplace – Alan Cabelly presenting

04/13/17 – Mediation Skills

05/11/17 – Creating a Culture of High Trust

06/08/17 – Identity Theft in the Workplace – Rose Barker/Harvard Risk Management 646-515-8904

- Highly recommend speaker Lenny Borer, lenny@lennyborer.com 503-246-0220 for a half or full day seminar on "Having Difficult Conversations". He presented for a 90 minute chapter meeting for YCHRA in February and he was terrific. The attendees wanted more time on the topic. It is better suited for at least 4 hours because of the deep topic.
- We have secured Randy Sutton of Saalfeld Griggs in Salem to hold a HR Basics full day seminar and are now trying to nail down a date, possibly in August to co-sponsor with the McMinnville Chamber. We are looking to this activity to help build our treasury to a comfortable level.
- We have decided to charge no monthly meeting fees in 2017 in an effort to continue to grow participation levels in 2017 and to grow the chapter through networking efforts.

SHAPE initiatives & updates:

- Continued focus on recruiting new chapter members and retaining existing board members in 2017.

ADVANCING THE PROFESSION

CLA REPORTS

OSC Directors

Director Report: Stacey Brown

OSC volunteer shirts were distributed.

Treasurer Report: Nikki Shutte/Jane Allen

- Records were transferred on this date and account signers updated based on account signers approved at the 01/06/17 council meeting. Jill Faughender and Nikki Shutte audited the financial records for 2016 on this date.
- Jane distributed the OSC financial statement which reflects deposit accounts totaling \$69,464.45. YTD revenue totals \$4,382.30 and expenses \$5,323.71 for a net deficit spending of \$941.41. Conference revenue will be reported at the May, 2017 meeting.
- Nikki Shutte requested approval to add a debit card to the SHRM OSC checking account for ease in making payments. General discussion followed. Karlina Christensen-Lee made a motion to approve a debit card for the checking account, second by Alan Cabelly, motion carried.
- Nikki noted that we will need to work on a plan to update our naming convention to match the state business registry or change the business registered name. We are reflected as SHRM Oregon State Council on the registry and Oregon State Council of SHRM on our bank accounts at US Bank. General discussion followed about how we want to be known and it was noted that the Washington State Council is Washington SHRM. More to follow as any change will require an update to our By-laws, updated filings etc.

Membership Report: Jane Allen

Current Events & News:

- Phone conference with Dianna Gould on 1/10/17 to review membership process and websites.
- Membership Chapter and OSC Director Training facilitated by Dianna Gould: attended by Andrea Voorhees, Megan Poppe and Rebecca Harris. I missed the meeting although Dianna and I discussed the contents. Sample applications were distributed as well as the chapter roster template. Dianna reviewed the job duties and available membership reports as well as the VLRC website.

SHAPE initiatives & updates:

- Setup quarterly Membership meetings to review membership counts/audit process and confirm each chapter retains their 100% affiliation.

What other Chapters need to know:

- Membership in SHRM and membership in the chapters are two separate occurrences. Even though a person who joins SHRM can designate a chapter, they must independently join the chapter because they are two separate legal entities. Chapter bylaws and practices must support this distinction.

Communications: Micky Dryden

Current Events & News:

- Website updates: SHRMA has added a separate page that includes information about where to find resources for getting SHRM Certification. Is this something that we want to add?
- Micky reported that she has loaded the conference sponsors to the website to thank them for their support.
- SHRMA also has pictures next to their Board Members for better awareness of who we are. Is this of interest to the State Council? Council members were in agreement that this would be nice and Micky will source LinkedIn pictures and if none exist will communicate with the OSC Director to obtain one.

What other Chapters need to know:

- Micky requested that OSC and Chapter Boards requesting items to be posted include full details, including time period to post the item, understanding that immediate postings are not possible, include full verbiage of any posting and where you would prefer the item is posted within the OSC website.
- SHRMA has a webpage with information on where to go to get education related to certification found here: <http://salem.shrm.org/cpshrm-scp-certification>

Legislative Affairs Director: Karlina Christensen

Current Events & News:

- Focusing on education around the current legislative session that just started on Feb 1. There are quite a few bills introduced and tracking to see which ones will get a hearing.
- Additionally, preparing for the SHRM Leg conference and contacting Oregon participants to join me on the hill day.

SHAPE initiatives & updates:

- Have structure for day on the hill but parking is the hold up to an easy coordination. We may be able to do this year or in 2018.

What other Chapters need to know:

- We need our members to be contacting legislatures and senators as SHRM requests given the focus on health care again

Diversity Chair: Maiya Hall-Olsen, JD

- Maiya asked the OSC Council to approve my request to use \$400 of our \$600 Diversity Budget to put on a 90 minute "Institutional Equity" Training by Resolutions NW for our Chapter Diversity Chairs. Resolutions NW trained the management, supervisors, and lead workers at Multnomah County Court this past fall, and did an excellent job. Considerable discussion followed regarding the logistics to include chapter members and the total number of people included in the fee, cost to increase participants, can we hold it in the December timeframe and what location would work, and how the training could translate to the chapter level initiatives. Maiya noted that she has secured some available dates from Resolutions NW. Maiya to reach back out to discuss our questions with the vendor and will be prepared to make a presentation at the May 5th meeting for review.
- Discussed with OSC Council scheduling to have John H. Underwood, Southern Oregon Chapter's Diversity Chair, do his phase 1 of 3 Diversity Training entitled, "The Diversity Dilemma." If appropriate, John said he could come up to Eugene to present this to us. I also have some of John's available dates, a screen shot of his power point slides, and evaluation forms from people he has already presented this to. The Council was in favor of having Jon provide phase 1 of the training for 90 minutes at the May 5th meeting. Maiya to reach out to Jon to confirm his availability and to notify him we will reimburse his mileage.
- Maiya requested approval for the OSC Council to pay the cost of her attending upcoming Diversity Training by Dr. Joy Degruy, at PSU in Portland, on 3/31/17 – 04/02/2017. Cost is \$370.24. Considerable discussion followed regarding the value of this training to the OSC, how it would be translated from Maiya to benefit chapters and whether it could come out of the budget for attendance at the Diversity Conference. Laurie LaRiche made a motion to approve payment of \$200 of the cost with Maiya picking up the balance. Second by Sharon Borgardt, motion carried.
- Ask OSC Board to approve posting a newly created Diversity resources document under the "Diversity" tab of the OSC website. The OSC was in favor of posting the diversity resources.

District Director Reports:

Natalie Eggert/Willamette

- With help from Dianna and Stephanie we were able to schedule a conference call with Douglas County and Jammie Thompson in Coos Bay to discuss forming an affiliate chapter to Douglas County in the Coos Bay area since they don't have enough people to form their own chapter.
- Dianna will be getting them the at-large list after she learns of the zip codes in question and Jammie is going to work on getting some other HR professionals in her area to fulfill some of the basic board roles to help get this moving.
- There was a question as to whether seed money could be made available to them for this effort. I indicated that I wasn't sure if we had added it to our budget already but that the State Council would most likely be able to provide some monetary support. Yamhill Co. Received \$1,500. They may not need quite as much since it is an affiliate chapter but we should make sure we have a line item for that in our budget

Sharon Borgardt/Columbia

- I listened to the archived SHRM Membership CLA Webinar from Feb 2, 2017.
- There is interest in possibly reviving the Columbia Gorge chapter that disbanded in 2015, or at least in forming a professional development group for HR networking. I spoke to Nichole Biechler, HR Manager for Wasco County (in The Dalles) about this activity; she has past experience as a SHRM board member. Nichole reports that there may be more opportunity to support a chapter in The Dalles than in the Hood River area, due to many small employers in the area, employers such as Google moving into the area, and newly relocated HR professionals. We discussed the challenges that

the old Columbia Gorge Chapter encountered regarding leadership and sustainability, as well as seeking marketing support from organizations such as local Chambers of Commerce and free radio announcements. I referred Nichole to Jill Faughender since she has had such good luck with the new Yamhill County chapter, and they have been in contact. Nichole is holding a happy hour networking event in The Dalles on March 8 to gauge interest. Dianna Gould helped her with a flyer and Kimberly Goodwin will provide mailing labels, so Nichole already has good support from SHRM, and from OSC.

- There is also interest in forming a Member Service Area that will be affiliated with the Douglas County Chapter. I have been in contact with Stephanie Smith of Umpqua Dairy about this but was unable to participate in a conference call to discuss next steps.

Best Practices and other good stuff I want to share:

- Be sure to explore grant opportunities to offset the expense of some chapter programs.

College Relations Chair: Laurie LeRiche

Current Events & News:

- Attended the SHRM Student Chapter Advisor and College Relations Webinar on 2/17/2017. A reminder that there is a Student 2017 Case Competition & Career Summit happening in Tigard, March 31-April 1.
- I reached out to local student chapters and to an advisor on the OSU campus to offer financial assistance. We received a request from the Western Oregon University for various items totaling \$5,102.
- The Oregon State University Management Club is submitting an application to become a SHRM Student Chapter.
- Michele Swift at OSU welcomes HR Professionals to come out and do mock interviews and review resumes.

SHRM Foundation Chair: DeeDee Gordon

I received information about upcoming SHRM Foundation Webcasts that will be taking place in 2017. I have printed a summary of a webcast that took place on February 15th and plan to review and participate in upcoming events.

SHAPE initiatives & updates:

- Work towards 100% Team Empower contributions from board members (\$30 donation)
- Team Empower is a group of individuals who come together to help empower HR professionals to build inclusive organizations.
- Plan and host a fundraising event late in the summer.
- We will be raising funds for the SHRM Foundation at the OSC Labor & Employment Law conference tomorrow and we have two baskets to raffle; 1) Walk on the Beach which includes a stay at the Inn at Spanish Head and 2) Every Mile Counts which includes a Fitbit fitness tracker and various fitness items. Total spent on raffle items \$397.90.
- DeeDee noted that she has already started reviewing item requests for 2018 to get out ahead of the fundraiser.

Best Practices and other Good Stuff I Want to Share:

Members can choose to support Team Empower by:

- Volunteering at a local community service activity with a SHRM Chapter or State Council
- Delivering and discussing SHRM Foundation resources with people in your personal and professional network.
- Presenting about the inclusion initiative at your workplace or to local organizations such as your Chamber of Commerce, Rotary, Kiwanis, or at your religious institution
- Tweeting about resources or research or sharing on your Facebook page

Workforce Readiness Chair: Markus Brown

Current Events & News:

- Attended the 2017 SHRM Regional Council Business Meeting Feb 10-11. This business meeting was jam-packed with speakers and breakout sessions to help orient and guide old and new alike, Workforce Readiness Directors, President and President-Elects. We heard from representatives with some youth organizations such as Jobs for Americas Grads (JAG) (Sadly, they are not in Oregon or Washington yet), Innovate and Educate (<http://www.innovate-educate.org>), Junior Achievement USA (<http://jaorswwa.org>) and even a U.S Dept. of Labor Regional Director, Office of Apprenticeship (<https://www.dol.gov/featured/apprenticeship>) representative that helped round out a collection of both private and public sector opportunities really oriented to help young people gain entrance into the workforce!
- Workforce Readiness CLA Webinar - March 22, 4:00 PM - 5:00 PM (ET)

- Clatsop County Job Fair- Hosted by CEDR (Clatsop Economic Development Resources & the Oregon Employment Dept.) Feb 22, 9am-4pm
Mock Interviews (approx. 40) and Resume Critique (approx. 25) Take-Aways-Interview Notes and Resumes and Interview Pointers

SHAPE initiatives & updates:

- Developing a Soft-Skill Training Power Point. Dianna Gould noted that Washington State Council has done this as well and to loop in with her to get the information.

What other Chapters need to know:

Screening of Thank You For Your Service

04/10/2017 05:30 PM PDT

Regal Cinemas Stark Street 10

2929 N.E. Kane Dr.

Thank You for Your Service takes aim at the failed military mental health policies within the U.S. military and their tragic consequences. Following the stories of four struggling Iraq War veterans with interviews of top military and civilian leaders. Observing the systemic neglect, the film argues for significant internal change and offers a roadmap of hope. Interviews include Defense Secretary Robert Gates, Admiral Mike Mullen, Generals David Petraeus and Loree Sutton, Sebastian Junger, Nicholas Kristof, Dexter Filkins, Senator Patty Murray, Mayor Rudy Giuliani and Colonels Lawrence Wilkerson and Dave Sutherland.

Certification Chair: Deborah Jeffries

Deborah noted that the OSC Labor & Employment Law Conference has been approved for 6 recertification credits by SHRM and HRCI.

Employment Law & Legislative Conference: Deborah Jeffries/Alan Cabelly/Scott Cantu

Stacey Brown expressed the OSC's sincere thanks to Deborah, Alan Cabelly and Scott Cantu for their work on planning the conference!

Alan reported that registrations are at 480 with 88 reflecting as complimentary. The complimentary include the OSC members, the 9 chapter free registrations, exhibitors, speakers and Stoel Rive guests.

Volunteer assignments were distributed by Scott Cantu and all volunteers will meet at the Oregon Convention Center at 6 a.m. tomorrow.

SHRM Update: Dianna Gould, SHRM Field Services Director

Below is a list of some of the most current things we are doing for you; our valued volunteer leaders and members:

REMEMBER BACK WHEN THAT FIRST PROFESSIONAL HELPED YOU? – YOU CAN BE THAT PERSON NOW! VOLUNTEERS NEEDED FOR OUR STUDENTS: The Pacific West is hosting the Western Student Case Competition and Career Summit in Tigard, OR on March 31 - April 1, 2017 and we need about 50 more volunteers (it takes 100 volunteers to put on such an event). **How can you help?** Specific volunteer time details are available at [Volunteer Registration](#). For specific volunteer questions contact Nancy.Conway@shrm.org. General Event Questions: StudentRegistration@shrm.org Thank you for your support of students!

SHRM Annual Conference – Special Volunteer Leader discount rate: Our thank you and recognition of our volunteer leaders. Volunteers are offered a special discount to the 2017 SHRM Annual Conference. Registration is as easy as calling Member Care at 1-800-283-7476, option 3. The sooner you register the more savings you will enjoy.

- Early Bird: 2/4-4/28 \$1,395
- Standard: 4/29-6/16 \$1,565
- Onsite: 6/17-6/22 \$1,685

EXCEL Awards Update – Reminder: Due on or before 3/15/17 - These awards are now a separate optional process that is more qualitative than SHAPE. Chapters and State Councils that have completed all 12 items of SHAPE are eligible to submit for an EXCEL award in the Bronze, Silver, Gold and Platinum categories which are based on how many initiatives are completed. There are 3 award categories in which initiatives might fall: Serving HR Professionals, Advancing the HR Profession and Enhancing the SHRM Community. District Directors – this is your opportunity to reach out and offer assistance to any of the chapters you serve.

MEMBERSHIP – Jane Allen, your OR State Council Membership Director, is working with all the Chapter Membership Directors to help update the membership process. This will help each chapter in continuing to meet the affiliation requirement so they can be a chapter in good standing. This will help meet one of the eligibility requirements for the chapters to continue to receive their chapter financial payments of \$25/year/SHRM member (paid quarterly at \$6.25/member/quarter).

EVER THOUGHT TO USE A ROLLING POWERPOINT PRESENTATION AT YOUR CHAPTER EVENTS? It is a great way to help market/brand/advertise all the exciting things going on at your chapter, at the state level and at SHRM. Each quarter a new rolling PPT presentation is made available. This quarter's PPT can be found at [Click here for Q1 2017 Rolling PPT](#)

SHRM17 Annual Conference Marketing Resources – Get ahead of your 2017 SHAPE requirements and find a promotion medium for the SHRM annual conference that works for your state council or chapter. The resources are currently posted on the VLRC to use to assist in promoting the conference. [Click here for SHRM Marketing Materials](#)

SHRM Printing Portal/Affiliate of SHRM Store - <https://community.shrm.org/vlrc/new-item3/new-item>. New, customizable marketing brochures, business cards, member benefits, etc. are now available for state councils and chapters. In the initial launch there are two options of a tri-fold brochure, two options for a postcard, a chapter business card, and Better Together brochure. In addition, stock items will be available including a SHRM Member Benefits flyer and SHRM Certification Resources At-A-Glance flyer.

What's the cost? The cost is based upon the quantity purchased. As an affiliate of SHRM, chapters will receive preferred pricing, which will be competitive.

I like the idea of co-branded collateral, but I want to use my own local printer. You can still use the SHRM Affiliate Printing Portal as there is an option to create a customized PDF that you can purchase for \$35. The PDF then can be submitted to your local printer.

Affiliate of SHRM Store Products: Upcoming state conferences or major state council/chapter events? Want to help brand/market your state council/chapters or recognize individuals (e.g. board members, SHRM Certified)? Several products are now available which can be customized to include your state council or chapter logos. You can also purchase SHRM "affiliate of" logo'd table cloths, certificates, plaques and even ribbons. Go to <https://store.shrm.org/books-resources/accessories/affiliates-of-shrm.html>.

SHRM EMPLOYMENT LAW & LEGISLATIVE CONFERENCE March 13-15, 2017: Thank you OR State for sending Karlina, your State Council Legislative Director to represent our fine state. Registration is now open ([Registration Link](#)). In 2017, Americans welcome a new president and the members of the 115th Congress. Register for SHRM's 2017 Employment Law and Legislative Conference for a look ahead at the workplace policy agenda for the coming year. This conference provides you with the latest legislative updates, compliance and regulatory issues, and a unique opportunity to visit with your congressional offices. You'll get comprehensive, actionable programming that provides you with the information you need protect your organizations and manage your company's risk.

NEW SHRM CEO/PRESIDENT WILL BE ANNOUNCED THIS YEAR – In case you missed the notice, Hank Jackson, SHRM's CEO/President announced that he will be retiring at the end of the year. SHRM has solicited the services of a search firm in locating candidates for the SHRM board of directors to consider.

Remember PAC WEST is the BEST and it is because of you.

Dianna Gould, SHRM-SCP, CAE – SHRM Field Services Director
Dianna.Gould@shrm.org
800-283-7476 ext. 6267

Kim Goodwin (located on East Coast and works 10 a.m. – 8 p.m.)
Kimberly.Goodwin@shrm.org
800-283-7476, ext. 6316

Student Chapter Support Grants: Stacey Brown

Stacey asked Laurie LaRiche to review the student chapter grant requests received. The grants included \$6,000 from Portland State University to support student attendance at SHRM National in June and a tier of requests from Western Oregon University as follows:

Support for 4 students to attend the SHRM Student Case Competition - \$736.00
Support for 3 students to attend the NHRMA Regional Conference - \$984.00
Support for 2 students SHRM membership @ \$40 each - \$80.00
Assurance of Learning Material and Test Fee for 1 graduating senior - \$302.00
Wish List Item – send 2 students to SHRM National - \$3,200.00

Total - \$5,302.00

Considerable discussion followed regarding the WOU requests. Additional information was requested regarding status of WOU Student chapter, active or inactive status with SHRM,

Laurie LaRiche to loop back with Amy Lake to have her explore a NHRMA grant for the SHRM Student Case Competition and NHRMA Regional Conference and to have her explore the SHRM Foundation grant program for the Assurance of Learning Material and Test Fee. If grant funds are not available through those sources we will re-evaluate these pieces.

Nikki Shutte made a motion to approve a \$6,000.00 Student Chapter grant for Portland State University as presented. Second by

Natalie Eggert, motion carried.

Nikki Shutte made a motion to approve two student chapter memberships at \$40 each for Rachel Dansky and Stephanie Swertferger, both students at WOU. Second by Kristine Christensen-Lee, motion carried.

Stacey shared information about a service that the SHRM Foundation offers to manage grant funds on behalf of the State Council. It requires a 5 year commitment at the level of funds used at time of contract. The Foundation then fully manages the grant requests and decisions and removes the individual review and approval from the OSC. A formal presentation will be made for review and approval at the May meeting.

NHRMA Conference Share Allocation: Stacey Brown

The OSC was unable to fully discuss adopting a methodology for distribution of \$3,957.70 conference share received from NHRMA for chapter distribution. A sub-committee will be formed to create a formal recommendation for review and approval at the May 5th OSC meeting.

OSC Grant Requests for Review: Stacey Brown

The OSC was unable to discuss individual grant requests due to lack of time.

Other Business:

No other business came before the OSC.

OSC BUSINESS, DISCUSSION ITEMS

STACEY BROWN

STRATEGIC PLAN REVIEW AND SHAPE STATUS

- None

ANNOUNCEMENTS

- None

CLOSING

STACEY BROWN

AGENDA ITEMS FOR NEXT MEETING

- SHRM Foundation Contracting for Grant Disbursement Management – Stacey Brown/Shaneen Scott
- Institutional Equity/Diversity program for Chapter leaders – Maiya Hall-Olsen
- NHRMA chapter share distribution methodology – Stacey Brown

ADJOURNMENT

We adjourned the meeting at 5:15 p.m.

FUTURE MEETINGS

05/05/17 – Eugene – 10am – 3pm
07/07/17 - Conference Call – 12pm – 2pm
09/28/17 – Bend 10am – 3pm (Day after NHRMA Conference is over)
12/01/17 – 10 am – 3pm