

# SHRM Oregon State Council Meeting

## May, 2017

### MINUTES

FRIDAY, MAY 5, 2017

10:00 AM – 3:00 PM

PACIFICSOURCE-EUGENE

<b>MEETING CALLED BY</b>	Stacey Brown, State Council Director
<b>TYPE OF MEETING</b>	SHRM Oregon State Council Bi-Monthly Meeting
<b>FACILITATOR</b>	Stacey Brown, State Council Director
<b>NOTE TAKER</b>	Jill Faughender, State Council Secretary
<b>ATTENDEES</b>	<p>OSC members present were: Stacey Brown, Shauneen Scott, Scott Cantu, Karlina Christensen-Lee, Jill Faughender, Nikki Schutte, Deborah Jefferies, Markus Brown, DeeDee Gordon, Maiya Hall-Olsen, Laurie LeRiche, Alan Cabelly, Kristen Taylor, Stephanie Smith, Beth Harrison, Joe Rossi, and Ian Wiggins.</p> <p>Guests: John Underwood, Guest Speaker, Dixie Underwood, Bill Nevell &amp; Lynn Morris</p> <p>Present by teleconference were: Sharon Borgardt</p>
<b>MEMBERS ABSENT</b>	Dianna Gould, Jane Allen, Micky Dryden, Natalie Eggert, Tim Rasch, and Katie Tank.
<b>ASSOCIATED DOCUMENTS</b>	Treasurer's Report and Financials, Minutes of 02/28/17

### Agenda Topics

#### WELCOME, INTRODUCTIONS

STACEY BROWN

Called to Order at 10:00 a.m. at PacificSource - Eugene.

#### OPENING

Welcome and introductions

Special thanks were given to George Sherwood, Sales Executive of PacificSource for providing the meeting space and morning snacks.

#### COUNCIL OPERATIONS

STACEY BROWN

#### REPORTS

**Secretary:** Jill Faughender

Approval of Minutes: Minutes of 02/28/17 were presented for approval. Motion by Scott Cantu to accept the minutes as written, second by Karlina Christensen-Lee, motion carried.

#### COUNCIL EDUCATION

STACEY BROWN

#### SPEAKER

John Underwood, SHRM-SCP, SPHR

John Underwood presented a 90-minute training titled "The Diversity Dilemma". Recertification credit is available for those who participated in person by using HRCI Program #304648 and SHRM #17-ZPY7S.

**CHAPTER REPORTS** | **Chapter Presidents**

**PHRMA, Nikki Schutte, Chapter Director**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

- PHRMA's Annual Strategic Management Conference is coming up on May 17<sup>th</sup> at OCC. We have 275 paid registrations already which are more than what we had last year!
  - After much heartache with HRCI, we have finally received 6 Business credits (and 6 SHRM PDCs) for the conference
  - We have brought in over \$37,000 in sponsorship money as well! This has surpassed our goal for sponsorship.
  - We will also be donating our SHRM Pinnacle winnings from last year to Dress for Success at the conference.
- PHRMA's April Luncheon attracted a record number of attendees at 172 registrations! If you haven't thought of having a panel of top HR executives...we strongly encourage it!

SHAPE initiatives & updates:

- We are still working on increasing membership to give us a cushion over the SHRM Mega Chapter bubble.
- We are debating about moving our membership to an annual expiration (which would expire on their anniversary date with SHRM) instead of having all members expire at the end of September. SHRM is working on dual membership for Super Mega chapters that could be rolled out next year, or in 2019. If this happens, all members would need to expire on SHRM's date instead of ours. However, moving to this system would mean a loss of dues revenue for PHRMA.
- We are working on adding networking-only events to PHRMA's member benefits. Networking is the main reason people join PHRMA, so having these events will be critical in showing membership value.
- We have started working on an HR Executive Founders Club. These meeting will be by invite only and only for HR Executives. We had our first pilot meeting a few weeks ago and it was really well received!
- We are looking at moving a few of our SIGs to virtual SIGs using "Go to Webinar" or Adobe Connect, and offer credit for these. We feel we will get more participation this way. More to come...
- We are holding our first "evening" event instead of a luncheon in September. This will be an actual Mock Trial! More to come!
- We are working to improve our volunteer section of our website to make it easier for people who are interested in volunteering to find opportunities.

**MHRA, Kristen Taylor, Chapter President**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

Regular chapter meetings were held in March and April with what would be considered light average attendance (about 30 members). April was our first month at our new venue, the Trillium Old School Conference and Event Center. Feedback was positive about the venue, and it is hoped that we will continue to see increased attendance from the University HR staff based on the location being more conducive to such. This is a large base of our membership that has been historically underrepresented in attendance.

We have launched a chapter Facebook page. There was much chatter at the VLS from many chapters indicating they are getting more traction and activity on Facebook than LinkedIn or even the chapter websites so we're giving it a go. Check in out and like us here: <https://www.facebook.com/MidWillametteHRAssociation/>

MHRA continues to develop a partnership with Michelle Swift from Oregon State University. Energy and interest is looking strong for the student chapter to develop. Laurie LeRiche is doing a great job as our Chapter Workforce Readiness Director to facilitate partnership in any way we can. Laurie and Kristen have been invited to a banquet to move forward an affiliated SHRM chapter at OSU.

SHAPE initiatives & updates:

2017 SHAPE/EXCEL initiatives have been outlined for each core leader area. We are still waiting to hear on the final outcome for the 2016 EXCEL.

Questions about/I need help with....

Any ideas for board member succession planning? We have been so fortunate to have a stable group of core board members that have been/are long term committed. With that said, we have positions doubled up and others recently vacated. I would love to hear your thoughts around engaging members to the next level. Joe Rossi noted that they have more interest in the director at large roles and Nikki recommended starting the volunteers on a committee first.

**SHRMA, Shauneen Scott, Chapter President**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

Our HR Basics program planning is moving right along. We are set for June 8, 2017 at Broadway Commons. We were able to obtain 2 sponsors for food. This is the first time we have had sponsors.

In September we have a 3 hour seminar on conducting Investigations and litigation pitfalls by a local attorney.

We have added a new board member to help with marketing and outreach. Her name is Chanel Taylor from MAPS Credit Union.

We also have Matthew Eagles that has expressed interest in becoming a board member.

SHAPE initiatives & updates:

None to report.

Best Practices and other good stuff I want to share:

Our chapter is nominating Randy Sutton for a NHRMA Distinguished member award. We need to get better at recognizing those who make substantial contributions to the HR community.

**DCSHRM, Stephanie Smith**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

- We had a seminar of April 14<sup>th</sup> "3 steps to More Effective Feedback". It was presented by Kate Parker, owner of Effective Communication Consultants. It was a great program and well attended.
- We are still working with the HR folks in Coos Bay to get them set up as an affiliate chapter. Several members of our board are traveling to Coos Bay on May 31<sup>st</sup> to meet with HR leaders in that area. Once a core group is established in Coos Bay we will work out the details and begin promoting membership. The DC chapter is looking to hold a joint event in the summer in Coos Bay.

Questions about/I need help with....

We would like to request financial assistance from the State Council for a Coos Bay training/seminar. We would like to have a free program and invite all the area HR Leaders and SHRM members at large.

**LCHRA, Beth Harrison, President**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

- March Membership meeting: Cascade Health – Getting employees through tough times  
This included an interesting informational part about what an EAP program can do for HR. The main speaker was a clinical psychologist talking about how to help employee deal with stress and difficult personal situations
- April Membership Meeting: Red Kite Law, Jennifer Bouman-Stegall talked about the interactive process for the ADA and other accommodation requests. She is a very interesting and funny speaker who kept the room riveted.

SHAPE initiatives & updates:

- Internship program: We only got one employer applicant for the internship by the close date. Shortly after we learned of another company already looking for an HR intern so we elected to give the second grant to them if they would apply for it. We hope to have the internships completed by the end of July.
- HR After Hours has struggled with attendance so we did a survey. The results indicated that HR folks want to have the "after hours" before the end of the work day. We have scheduled our next HR After Hours to start at 4:00. We will report at the next meeting how that affected attendance.
- We have already scored a \$1500 sponsorship from Ultimate Software for our SHRM Foundation event in October. We also got a last minute \$1,000 April meeting sponsorship from Investipro, "Automated HR Investigations". Our sponsorship goal this year is \$11,000 and we are well on track to meet that.
- In March we earned the SHRM Foundation Chapter Champion Award in addition to the Top 25 Fundraising Chapter award.

Best Practices and other good stuff I want to share:

We have plans to participate in the United Way day of caring, as a board. We are also supporting the Eugene Marathon on May 6<sup>th</sup>.

What other Chapters need to know:

Would it make sense to share our sponsorship lists with each other so we know what companies appear to be supporting SHRM?

Questions about/I need help with....

We are still looking for a list of good and cheap speakers. Deborah Jeffries will send the current list she has compiled from chapter submissions to the OSC. Beth also asked that chapters share potential sponsors who have shown interest in supporting the chapters.

**Rogue Valley, Joe Rossi, Chapter President-**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

**Careers-in-Gear (CIG) Event Participation:** Thursday, March 16<sup>th</sup>, several BoD members hosted a SHRM booth at our local Junior Achievement CIG event, presenting HR career options to over 1250 participating high school students. Two BoD members also took team lead positions for career mentoring of smaller groups of students.

**RV-SHRM Annual Legal Seminar:** Our speaker line-up is complete with presentation topics that include The Post-Election Picture for Employers, ERISA and Health Care Reform, Recognizing Impairment in the Workforce, and Foundations of Proactive Workplace Strategies. The Law Firm of Barran Liebman is taking a lead role in presenting, with a presentation contribution by the Medford Police Department. (Flyer Attached)

SHAPE initiatives & updates:

**Workforce Readiness:** Plans continue for our May 13<sup>th</sup> Southern Oregon Career Networking Expo, with our marketing plan in full force (below). Veteran workforce efforts remain strong, with an expected 250+ Vet participation.

**Membership:** Our first SHRM Lunch & Learn event is scheduled for Wednesday, June 14<sup>th</sup> @ RRMC in Medford.

Best Practices and other good stuff I want to share:

**Chapter Certification Report:**

\* 142 members:

**32% of our members have SHRM certifications:** 25 SHRM-CP, 21 SHRM-SCP

**32% of our members have HRCI certifications:** 24 PHR, 20 SPHR, 2 GPHR

**28% of our members have both certifications: 40 members**

What other Chapters need to know:

\* **Southern Oregon Career Networking Expo** (distribute flyer at the May 5<sup>th</sup> OSC meeting).

## Rogue Valley SHRM Chapter Presents:

**Please join the Rogue Valley SHRM Chapter for our annual May Legal Seminar brought to us by Barran-Liebman, Portland area based attorneys. The full-day seminar includes lunch.**

**Date/Location:** Wednesday, May 17, 2017/ RRMC, Smullin Health Education Center - 2825 E. Barnett Road  
**Check-in:** 7:30am to 8:00am  
**Networking:** 8:00am to 8:30am  
**Seminar Time:** 8:30a to 5:00pm

**Presenters:** Barran-Liebman Attorneys, Medford PD

**Register:** <https://2017rvshrmlegal.eventbrite.com> Registration begins April 1<sup>st</sup>.

**Cost:** April 1<sup>st</sup> thru May 4<sup>th</sup> - \$25/\$89/\$109 (Student/SHRM member/Non-member)  
After May 4<sup>th</sup> - \$25/\$99/\$119 (Student/SHRM member/Non-member)

**Presentation Agenda:**

**8:30a - 10:00a: The Post-Election Picture for Employers:** Employers can expect some dramatic shifts in 2017, largely due to the election of Donald Trump as President of the United States. Join Sean Ray of Barran Liebman to learn more about the 2016 presidential election's potential effects on employment laws, including Immigration reform, Modifications to the Affordable Care Act, Changes to minimum wage and salary exemption rules, shifting opinions on the legalization of marijuana, Advances towards paid family and medical leave, Developments on Supreme Court nominees

**10:00a - 10:30a BREAK and Vendor Room Visitation**

**10:30a -12:00p: ERISA and Health Care Reform - The Impact to Your Organization:** This session will cover a number of critical issues; identify minimum reporting, disclosure requirements and the impact of non-compliance of ERISA (given the ORST "Oregon Save" mandate on July 1, 2017):

- What is ERISA?
- Who must abide by ERISA?
- What does ERISA regulate?
- Employers Subject to ERISA
- Definition of Welfare Benefit Plans
- Exemptions
- Key ERISA Requirements
- Who is responsible for furnishing Summary Plan Description (SPD)
- Disclosure to Participants & Beneficiaries
- Annual 5500 Reporting
- DOL audit enforcement
- 2016/2017 ACA updates

**12:00p to 1:00p LUNCH (catered by Asante) and Vendor Room Visitation**

**1:00p – 2:45p: Recognizing Impairment In the workplace:** Join Medford Police Department Sergeant Trevor Arnold as he walks you through the key aspects of detecting and handling substance abuse in the workplace, and then join an informative presentation and panel interaction that includes Barran Liebman attorneys on the employment law considerations for the correct workforce management techniques.

**2:45p -3:00p BREAK and Vendor Room visitation**

**3:00p – 5:00p: The Best Offense is a Good Defense - Getting Your Workplace in Shape with a Strong Foundation of Proactive Strategies:** Employers are faced with a vast array of employment regulations and legal requirements, which can often be perceived as a hindrance to the real mission of the business. But savvy employers can use these systems as strategies to support their businesses. Join us for a proactive session on how to view these structures as more than just another compliance obligation, and how to utilize them as tools for advancing your business and the effectiveness of your workforce. **Hiring tips:** Non-compete agreements, Compensation arrangements, Confidential information, **Handbooks:** As a tool for protecting and shaping your business, **Leadership essentials:** Empowering your supervisors, Coaching and constructive feedback, Performance planning, **Social media and workplace conversation:** Helping employees work through a tense climate, Recognizing and preventing workplace harassment, **Reducing risk in terminations:** Documentation, Severance Agreements

**RV-SHRM  
Southern Oregon Career Networking Expo  
Marketing Plan**

1) Broadcast Media:

- KOBI: 5 on Five – Monday, April 24, 2017 (Joe)
- KTVL: Kingsley Kelley, Community Chalkboard, TV Spots
- Bicoastal Media: Bill Ashenden – met on Tuesday, March 7<sup>th</sup> – non-monetary In-Kind to be considered:
  - \* Employer Hospitality Room: Saturday morning, 5/13
  - \* Employer Participation Thank You Gift: restaurant script
- OPUS: Kathryn West – meetings on 2/23 and 3/2 – non-monetary In-Kind Trade being considered:
  - \* Opus Broadcasting: 3X/Day, starting three weeks before the event:
    - 102.7 KCNA - 96.9 KROG - 98.9 KRVC - 730AM KEZX (Latino) - 610AM KRTA
  - \* Opus Career Connection: SOCNE Flyer Posting
- Caminos – April 13<sup>th</sup>:
  - \* Advertorial – May edition
  - \* Website: SOCNE Flyer

2) Chamber of Commerce – Medford, Grants Pass, Ashland, Eagle Point, Klamath Falls:

- SOCNE Flyer Weekly/Monthly Bulletin Submissions – 3/6/2017 (Tabitha)
- GP BR&E Committee: SOCNE Flyer Distribution – 3/14
- Greeters Attendance and Presentations – TBD

3) SOREDI:

- BR&R Committee: SOCNE Flyer distribution – 3/17
- Website and Monthly E-mail blast: SOCNE Flyer

4) SHRM – Oregon State Chapters:

- ORST SHRM Chapter E-mail Blast w/ Flyer – Kira/Matt
- May SHRM Oregon State Council Meeting flyer distribution – 5/5 (Joe)

5) SOU/RCC/High Schools:

- Placement Centers: Flyer Posting
- Student Newsletters

6) Veterans:

- OED: Chuck Hangar: Coordination with Veteran Events

Veterans Organization Strategy Meeting: 3/13  
RV Vets Meeting Attendance: 3/29, 4/28, 5/5

7) BBSI Newsletter:

Business Owner Q2 Edition: April 3<sup>rd</sup>

8) Work Source Rogue Valley:

Job Net Presentations: Medford

Competitive Edge Presentations: GP

Fast Pass Communications: Job Seekers, Vets

9) Junior Achievement (High School Students):

Careers in Gear Event: RV-SHRM Booth and SOCNE Flyer distribution to students – 3/16

N. Medford Career Placement Office

**LCHRMA, Ian Wiggins, Chapter President**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

Crucial Conversations 2-day workshop held in Astoria on April 27<sup>th</sup> and 28<sup>th</sup> at Clatsop Community College was a hit. We pulled it off with almost no hiccups. A few cancellations and were able to fill from our waitlist; so the waitlist really paid off. Our largest organization participating had 13 cancellations last minute and we weren't able to fill from the waitlist, so the class was a bit emptier than we had anticipated. It was after the refund date so our chapter did not have to take the hit from the cancellation. We haven't crunched the final numbers yet, but LCHRMA stands to make over \$7,000. We will be going over the pros/cons and after action report at our May board meeting. Would like to do something on this scale again next year.

March's general session will be our Employment Law Update presented by Liani Reeves from Bullard Law. It was very well received and had positive comments afterwards regarding the content and the speaker. It was a small attendance due to OSC conference so Liani pulled up a chair and sat with the attendees and spoke to them on their level instead of a presentation standpoint.

The chapter is planning a SHRM after hour's event on August 23<sup>rd</sup>.

SHAPE initiatives & updates:

I spoke with the Clatskanie Chamber of Commerce in their 5-minutes of fame after winning the drawing the previous month. I spoke about the benefits of SHRM and partnering with the local chapter. Knowing many business leaders turn their attention off when they hear HR I started with a reminder not to turn me off because SHRM applies to them too. I had good response and questions following the presentation and all flyers and SHRM materials were taken.

Two LCHRMA Board Members offered resume review and mock interviews at Clatskanie High School.

Have released our scholarship with a May 15<sup>th</sup> deadline.

Best Practices and other good stuff I want to share – by Sharon Borgardt/District Director

I shared this at the last meeting, but I will repeat to be sure to explore grant opportunities to offset the expense of chapter programs; LCHRMA was able to get a grant for some of the Crucial Conversation workbooks, which cost \$195 each.

In lieu of purchasing a gift for speakers, the LCHRMA chapter is going to start a new practice of making a donation in the name of the speaker. A list of 5 donation choices will be provided to the speaker so they can choose; choices will include 4 local charities and the SHRM Foundation. LCHRMA feels that supporting the local community or the Foundation is important, and it supports the values of the chapter.

**HRACO, Katie Tank, Chapter President**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

We have had great attendance at our monthly chapter meetings, with an average attendance of approximately 35 attendees. Our new location has worked out great. Planning for the 2017 NHRMA conference continues.

SHAPE initiatives & updates:

We have created a scholarship for members who take and pass the SHRM certification test. We are also considering providing a training session to local high students to help them get and retain a job.

**YCHRA, Jill Faughender, Chapter President**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

- Our SHRM Foundation Director resigned and we have appointed a new board member who is currently reviewing what SHRM has to offer for ideas and we are entertaining a reception/business-after-hours event in November to raise funds for the Foundation.
- Our Treasurer stepped down, back to Diversity Director so our President Elect (prior Treasurer) is now Treasurer again. We are challenged with having our board stay committed to growing our chapter which is not unusual in a start-up.
- Monthly program attendance is steady around 20, speakers have been well received
- Programs are scheduled through June and we are currently sourcing fall program ideas
- We will be co-sponsoring a HR Basics employment Law seminar on 08/10/17 in McMinnville. Saalfeld Griggs attorneys in Salem are providing the training at no cost, we secured space in the DHS building at no cost and our co-sponsor the McMinnville Chamber of Commerce will be managing registration and marketing, a win-win for our small chapter. This will help build our treasury so that we can send our President Elect to Leadership in November. We have a potential lunch sponsor which will also help defray some of the only out-of-pocket expenses.
- Membership has grown to 47 and we hope to reach small businesses through the HR Basics seminar and increase awareness of our Chapter resource here in Yamhill County.
- We filed our first tax return and are pending non-profit status application results.

**ADVANCING THE PROFESSION**

**CLA REPORTS**

OSC Directors

**Treasurer Report: Nikki Shutte**

Reporting Period: 03/01/17 – 04/30/17

Nikki Shutte presented hard copy financial reports reflecting income and expenses from 1/1/17 through 04/30/17. Nikki noted that she has not received any payments from Stoel for the conference to date however we have received a recap which details revenue and expenses paid by Stoel.

Current Events & News:

- We have not received any payments (or information) from Stoel about the Employment Law conference results
- Total SHRM Foundation Donation: \$1,513.77
- February Reporting:
  - February Revenue: \$432.92
  - February Expenses: \$4,278.00
  - February Net Loss: -\$3,854.08
- March Reporting:
  - March Revenue: \$14,763.63
  - March Expenses: \$11,770.12
  - March Net Gain: \$2,993.51
- April Reporting:
  - April Revenue: \$11,254.13
  - April Expenses: \$244.15
  - April Net Gain: \$11,009.98
- YTD Cash: \$83,471.86

General discussion followed regarding updating our business registry to reflect a “doing business as” (DBA) as Oregon SHRM. This change will also require a refreshment of our OSC branding. Joe Rossi made a motion to approve adding the DBA Oregon SHRM to our business registration, second by Beth Harrison, motion carried. Nikki will follow up and file the appropriate paperwork. Nikki will identify some options for graphic designers who may be able to help us with the refreshed Oregon SHRM look.

Questions about/I need help with....

- Important to cash checks you receive from OSC in the month we write them. This will be especially important in December. ☺ All end of year expenses will need to be submitted no later than 12/15/17 to be reflected in the correct year for expense reporting.
- Budget approval request: 2 new Square Chip card readers: \$49/each. Karlina Christensen-Lee made a motion to authorize the purchase of 2 new Square Chip readers, second by Shauneen Scott, motion carried.

**Membership Report: Jane Allen**  
Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

Earlier in the year Dianna Gould completed a review of the Oregon chapter websites. I communicated her findings on where chapters needed to make changes.

Will be scheduling a May call to Membership board directors to review their Q1 membership reports and discuss the audit format. Two more calls will be scheduled this year.

**Communications: Micky Dryden**  
Reporting Period: 03/01/17 – 04/30/17

Mickey was unable to attend however provided the following written report:

Micky reported that the Council members section of the SHRM OSC website has been updated to include pictures. Council members were encouraged to notify Micky with any changes to the information now published.

Mickey encouraged chapter's to send her their upcoming events so they can be publicized and those announcements can be shared with others.

**Legislative Affairs Director: Karlina Christensen**  
Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

- Bill on equal pay had a 2 hour hearing on 04/26/17 in the Senate Workforce Committee and the next committee date for review is 05/08/17.
- Many bills in Oregon are considered dead as the session is not as busy as expected due to budgets. They are anticipating very little to still move this session.
- The legislative session continues to evolve so stay tuned and be ready to act.

SHAPE initiatives & updates:

- Working on a download the app challenge and SHRM is sending stuff.
- Working to identify if we could create some Town Halls around chapter events in Oregon.

Best Practices and other good stuff I want to share:

- We are auditing the A team captains to ensure they still live in district and are doing the work.
- Still looking for an A team captain for Wyden and Karlina is taking Wyden.

Joe Rossi commended Karlina for the legislative updates which are being shared out to chapter members.

**Diversity Chair: Maiya Hall-Olsen, JD**  
Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

Resolutions NW "Institutional Equity" training scheduled for 12/01/17, 10 – 11:30 am, in Portland, to SHRM OSC Board and Chapter Diversity Directors. I cleared up the issues of cost and # of participants and OSC Director Stacey approved. Please spread the word and get your Chapter Diversity Directors to RSVP to me. Maiya to get the program information to Deborah Jeffries so that SHRM and HRCI recertification credit can be submitted no later than 09/01/17.

I attended Dr. DeGruy's Be The Healing Conference, and found it to be PROFOUND. Much gratitude to our Board for helping me pay for it. I will add resources I gained from her, to the Diversity and Equity Guide. Also, I recommend the Conference Committee consider using Dr. DeGruy as a keynote speaker at our 2018 OSC Conference – because her teaching supports SHRM's 2018 "Equity" Initiative. Along those lines, if appropriate, I am interested in securing a conference key note speaker on Equity, for next year?

Ask OSC to consider having Azura Global Concepts train our Board and/or Chapter Diversity Chairs on diversity, pro bono. Co-Founder, Nancy Thomas, is an impressive African American trainer/author/lawyer who recently relocated to Oregon from Ohio. She and her husband are both working to establish themselves here in Portland. I will bring a copy of her training proposal she submitted to Portland Metro, as a sampling of her work.

I ask that the Diversity/Equity Guide I created please be posted onto OSC's website. Maiya was directed to contact Micky Dryden, Communications Director to provide the document for posting.

Questions about/I need help with....

I am interested in seeing if we can secure the "free" Portland space that holds up a 100, and see if we can get Dr. DeGruy to train our group of HR professionals.

**District Director Reports:**

Reporting Period: 03/01/17 – 04/30/17

**Natalie Eggert/Willamette & Sharon Borgardt/Columbia**

The OSC has seen an increased interest in new chapters.

The OSC was contacted by a SHRM member in the Boardman area of Eastern Oregon inquiring about a chapter there or one that would be close by. Because of the distance and remote nature of the location it was recommended that the member evaluate the Columbia Basin SHRM Chapter located in Tri-Cities WA chapter as their best option. It will be challenging to find 25 SHRM members in the area and this could also be a Member Service Area (MSA) opportunity.

We continue to communicate with an HR professional in The Dalles area regarding the possibility of starting a chapter in the Columbia Gorge; there is a need for HR training and networking in the area. To test the waters my contact held a networking event at Sedition Brewery in The Dalles. Nicole, the lead contact was very encouraged that 25 people attended, but the group decided that for now they would not affiliate with SHRM. They will hold networking events to bring speakers to the area and if interest builds she will move forward with forming a new chapter. However, there is concern about getting enough volunteers for a board of directors. I did relay that PHRMA would be interested in exploring a MSA affiliation as an alternative to forming a chapter.

Questions about/I need help with....

Has SHRM ever considered virtual chapters to serve extremely rural areas? Or could chapters use SHRM conferencing for events so they could include HR professionals in rural areas? OSC has had numerous requests from rural HR professionals in the past year, needing access to HR training and networking events.

**College Relations Chair: Laurie LeRiche**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

I Connected the Western Oregon Student SHRM Chapter with NHRMA for student travel stipends allowing the students to attend the 2017 SHRM Student Case Competition and Career Summit. Directed them to the SHRM foundation for grants/scholarships so that a member could sit for the SHRM certification. Informed them that the OSC did approve to reimburse two of their student team members SHRM memberships. I was also able to inform them that NHRMA had created a scholarship for students to attend the National SHRM conference.

Kristen Taylor and I will be attending the OSU College of Business Management Club banquet. They will be celebrating their affiliation with SHRM.

**SHRM Foundation Chair: DeeDee Gordon**

Reporting Period: 03/01/17 – 04/30/17

Current Events & News:

Researching options for upcoming leadership opportunities. Our MHRMA Chapter had a change of venue and so far, outcome has been positive.

SHAPE initiatives & updates:

- Continue working towards 100% Team Empower Contributions – which entails a \$30 minimum contribution by all OSC and Chapter Board members in 2017
- DeeDee noted that there are three \$2,500 scholarships to attend the SHRM Diversity & Inclusion Conference available from the SHRM Foundation and encouraged chapter diversity directors to apply. The conference will be held in San Francisco in October. The deadline for application is 07/10/17.
- Continue to plan and host fundraising event in late summer

Best Practices and other good stuff I want to share:

I am hoping to make a connection with each of the chapter foundation chairs for introductions. Please contact me via e-mail at [dgordon@trilliumfamily.org](mailto:dgordon@trilliumfamily.org).

Questions about/I need help with....

Feedback on the auction items and ideas moving forward to the 2018 OSC conference SHRM Foundation fundraiser.

**Workforce Readiness Chair: Markus Brown**

Reporting Period: 03/01/17 – 04/30/17

Markus reported that he is in discussion with Dianna Gould to evaluate a soft skills presentation.

**Certification Chair: Deborah Jeffries**

Reporting Period: 03/01/17 – 04/30/17

Deborah reported that SHRM Certification is encouraging certified professionals to enter their recertification credits as they go so they can continue to measure interest in recertification. Early submission does not change the recertification period.

Several chapters are preparing to hold a fall SHRM certification study group. Deborah shared some feedback on the new learning materials and specifically that some of the vocabulary in the workforce planning section has been updated. Spring testing window results are still pending and will be reported at a future OSC meeting.

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

Reporting Period: 03/01/17 – 04/30/17

General discussion followed on the 2017 conference results:

Total revenue from the event - \$89,472

Total Expenses - \$67,285

Total projected profit - \$22,187

Sponsorship Total collected directly by OSC \$18,367

Amount due from Stoel to OSC: \$19,375.15

Total Registered (includes speakers & volunteers): 463

Total paid attendees: 426, up significantly year-over-year

General discussion followed regarding which travel expenses should be included in the total expense category, i.e. the overnight stay for all OSC volunteers who start the day at 6:30 a.m. and the cost of the new OSC shirts.

125 evaluations were returned by participants and the recap of the narrative comments was reviewed by the OSC. Overall presentation evaluations scored an average of 4.1 out of 5. The OSC Conference Committee is scheduled to meet with Stoel on June 15<sup>th</sup> to review the conference successes and begin the planning process.

Committee feedback for 2018 conference:

- Reduce duplication of topic areas between breakouts and general sessions and create a blend of newer topics to keep attendees interested in returning each year.
- Encourage speakers to create materials to allow for questions and on-time completion of the session, including allowing a few minutes at the end for the session host to provide instruction on what is coming up next.
- Possibly reduce the amount of panels presenting, more single presenters who can engage the crowd by walking around while presenting.
- Place the afternoon snack or some morning food at the back of the room to encourage visits to the vendors at the far end.

**SHRM Update: Dianna Gould, SHRM Field Services Director**

Reporting Period: 03/01/17 – 04/30/17

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

**SHRM Chapter Membership** – Jane Allen, OR State Council Membership Director and Dianna Gould, your PW Field Services Director, want to ensure your chapter is in compliance and you are following the membership process outlined in your chapter bylaws. Please replace the SHRM Primary Chapter Designation form with your own chapter application. Contact Jane ([jallen@salishan.com](mailto:jallen@salishan.com)) or Dianna ([Dianna.gould@shrm.org](mailto:Dianna.gould@shrm.org)) with any questions.

**So your Chapter or the Oregon State Council is doing something really cool this year?** I wanted to let you know that the 2017 Pinnacle Awards form is now available on the VLRC at the link below. This is where you can share the cool thing(s) you are doing/did.

<https://community.shrm.org/vlrc/resources-shrm/viewvlrcarticle?DocumentKey=637af0d1-f0cf-4b76-8e46-6e0f4c92f68a>

The deadline for submission is September 9, 2017 but it is never too soon to start developing how you want to highlight the cool work you are doing. Sample State Council and Chapter submissions are available for your viewing pleasure.

**Save the Date: Volunteer Leader Summit** – Each Chapter President or President-Elect are provided free registration and hotel accommodations. 100% SHRM chapters get 3 nights vs. 2 for non-100% chapters (one of the benefits of being a 100% chapter. Your State Council Director & State Council Director-Elect, State Council Membership Director, State Council Certification Director and State Council District Directors are also eligible to attend. The hotel nights covered vary for state council position. Please contact Dianna Gould ([Dianna.gould@shrm.org](mailto:Dianna.gould@shrm.org)) with any questions. Please plan now and budget for travel expenses (e.g. airfare, transportation, meals in transit etc.) for this educational and fun volunteer leader experience.

**SAVE THE DATE**  
**2017 SHRM Volunteer Leaders' Summit (VLS)**  
**November 16-18, 2017**  
**Washington, DC**

**SHRM Certification/Recertification** – 100,000 and growing. That is how many individuals have obtained their SHRM-SCP or SHRM-CP certification. States & chapters are recognizing these individuals in a variety of ways. We hope you also take the time to acknowledge and recognize those that are recertifying as well. SHRM Chapters and State Councils in good standing will be eligible for enhanced financial support based on the number of SHRM members who recertify between January 1, 2017 and December 31, 2017. Chapters in good standing will receive \$20 per each chapter member who is a SHRM member in good standing, primarily coded to the chapter, and recertifies for SHRM Certification during 2017. State Councils will receive \$10 per each SHRM member in good standing (in-chapter and at-large) in the state who recertifies for SHRM Certification during 2017. Payment will be made to affiliates in good standing in early 2018 based on the number of recertified members meeting the above criteria as of December 31, 2017.

**\$\$\$ SHRM Foundation** – Scholarships galore are now available for academic and SHRM-SCP or SHRM-CP certification. Go to ([Click here](#)) for details are how to apply. Tools and tips are available from the SHRM Foundation for SHRM Chapter and State Councils! Visit our resources at [shrmfoundation.org/volunteerleaders](http://shrmfoundation.org/volunteerleaders)

On March 29, the SHRM Foundation hosted a fundraising panel webcast with four chapter/council volunteer leaders sharing about their creative fundraising to benefit the SHRM Foundation.

- [Download all slides or watch the webcast on demand](#)

**Personal & Family Needs of Employees - NEW SHRM National Study of Employers Now Available**

SHRM recently released the *National Study of Employers* (NSE) which takes a comprehensive look at employer practices, policies, programs and benefits that address the personal and family needs of employees. The study examines flexible work arrangements, paid and unpaid parental and other caregiver leave, and elder-care assistance, among other practices. The survey of more than 900 U.S. employers with 50 or more employees was conducted by the Families and Work Institute and was released by SHRM as part of the [When Work Works](#) initiative. The full report and a summary of findings are available on SHRM.org [HERE](#).

**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](mailto:Dianna.Gould@shrm.org)  
1-703-535-6267

Kim Goodwin (located on East Coast and works 10 a.m. – 8 p.m.)  
[Kimberly.Goodwin@shrm.org](mailto:Kimberly.Goodwin@shrm.org)  
1-703-535-6316

**Student Chapter Support & OSC Grants: Stacey Brown**

Stacey reviewed the option to have the SHRM Foundation process all of the student chapter and OSC grants, further that we must commit to three years at a set dollar amount. Shauneen Scott will prepare a proposal for formal consideration no later than the 09/28/17 OSC meeting.

Maiya Hall-Olsen's grant request, submitted earlier this year to cover her certification exam expense was considered. Shauneen Scott made a motion to approve reimbursement of the SHRM certification expenses for Maiya Hall-Olsen up to a maximum of \$500.00. Second by Alan Cabelly, motion carried.

**NHRMA Conference Share Allocation: Stacey Brown**

Stacey opened the floor for discussion on our 2017 method for distributing the NHRMA 2016 conference share of \$3,957.70. General discussion followed and the group consensus was to allocate it evenly between the 9 Oregon Chapters. The Portland and Salem Chapters elected to be excluded from the distribution because they have adequate treasuries and requested that their shares be allocated to the remaining 7 chapters. Jill Faughender made a motion to distribute the funds evenly to the 7 remaining chapters,

second by Alan Cabelly, motion carried. Each eligible chapter will receive \$565.38. Nikki Schutte asked each Chapter President to e-mail her the mailing address for the check delivery at your earliest convenience.

**Other Business:**

No other business came before the OSC.

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OSC BUSINESS, DISCUSSION ITEMS

STACEY BROWN

**STRATEGIC PLAN REVIEW  
AND SHAPE STATUS**

- None

**ANNOUNCEMENTS**

- None

CLOSING

STACEY BROWN

**AGENDA ITEMS FOR NEXT  
MEETING**

**ADJOURNMENT**

We adjourned the meeting at 2:47 p.m.

**FUTURE MEETINGS**

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