

# SHRM Oregon State Council Meeting

## December, 2016

### MINUTES

FRIDAY, DECEMBER 2, 2016 9:00 – 2:00 P.M.

LANE COMMUNITY COLLEGE

<b>MEETING CALLED BY</b>	Scott Cantu, State Council Director
<b>TYPE OF MEETING</b>	SHRM Oregon State Council Bi-Monthly Meeting
<b>FACILITATOR</b>	Scott Cantu, State Council Director
<b>NOTE TAKER</b>	Jill Faughender, State Council Secretary
<b>ATTENDEES</b>	Jane Allen, Sharon Borgardt, Stacey Brown, Alan Cabelly, Scott Cantu, Micky Dryden, Natalie Eggert, Jill Faughender, DeeDee Gordon, Dianna Gould, Shawna Gribskov, Maya Hall-Olsen, Dee Hart, Rick Howell, Deborah Jeffries, Sat Bir Khalsa, Kathryn Reinhardt, Joe Rossi, Shauneen Scott, Kathy Sharp, Stephanie Smith, Kristen Taylor, Ian Wiggins.
<b>MEMBERS ABSENT</b>	Markus Brown, Karlina Christensen-Lee, Stephanie Miller, Bonny Ray, Katie Tank, Jeannette Trumm, and Melissa Vigil.
<b>ASSOCIATED DOCUMENTS</b>	Treasurer’s Report and Financials, Minutes of 10/07/16,

### Agenda Topics

WELCOME, INTRODUCTIONS

SCOTT CANTU

Called to Order at 9:10 a.m. at Lane Community College, Center for Meeting and Learning, Eugene OR

**OPENING**

Welcome!

Introductions

COUNCIL OPERATIONS

SCOTT CANTU

**REPORTS**

**Secretary:** Jill Faughender

Approval of Minutes: Minutes of 10/07/16 were presented for approval. Motion by Alan Cabelly, second by Shauneen Scott, motion carried.

**Financial Report:** Jane Allen, Treasurer

Jane presented the OSC Financial reports, YTD October, 2016 plus November activity. Current cash on hand at 12/01/16 is \$77,610.43, \$9,807.63 in checking and \$67,802.80 in savings, reflecting an YTD cash reduction of \$1,313.99.

Scott Cantu requested feedback on OSC sponsorship of the SHRM Student Case Competition to be held in the spring of 2017 in Tigard. General discussion followed. Stacey Brown made a motion to approve a \$1,000 sponsorship, second by Shauneen Scott, motion carried.

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

Dianna provided an overview of the SHRM, NHRMA, State Council, Chapter organizational structure and the resources available to chapters and State Councils on the SHRM Volunteer Leader Center (VLRC) area of the SHRM website.

Dianna distributed the SHRM Antitrust Compliance Policy for review.

## ***December 2016 PW Region SHRM Update***

### **Below is what SHRM is currently working on behalf of the HR Profession and HR Professionals:**

**SHRM CERTIFICATION EXAM OFFICIALLY ACCREDITED** - After less than two years of operation, SHRM-SCP and SHRM-CP have been **officially accredited** by the highly respected Buros Center for Testing at the University of Nebraska-Lincoln. Buros is the leading test review body for many professional and technical exams, as well as, the premier entrance exams for medical, law and professional schools.

Two years after the Society for Human Resource Management (SHRM) launched its certification program, the exams required to attain SHRM Certified Professional (SHRM-CP) and SHRM Senior Certified Professional (SHRM-SCP) credentials are the most widely taken HR certification exams in the world, said Henry G. "Hank" Jackson, SHRM president and CEO, on Nov. 17 at the Volunteer Leader Summit. More than 96,000 HR professionals are now SHRM certified. Applications for the exams have increased nearly one-third over last year.

**Exciting Changes for SHRM Body of Competency and Knowledge:** In 2017 you will see updated definitions for each competency and functional area, behavioral competencies grouped by themes: business, interpersonal and leadership, the addition of sub-competencies for each behavioral competency and the addition of key concepts for each behavioral competency. Learn more about these enhancements by downloading the updated SHRM BoCK.

**SHRM EMPLOYMENT LAW & LEGISLATIVE CONFERENCE March 13-15, 2017:** 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.

Speaking of advocacy – a huge thanks to all of you who attended the Volunteer Leader Summit and participated in the Capitol Hill visit (there were more than 350 of you). Also, our members sent 2,600 letters to their representatives in support of the overtime bill (which was due to go into effect Dec. 1 but now has been postponed. Thanks, in part, to your voices being heard).

**SHRM MEMBERSHIP** - Our membership, from students to executives, also continues to grow. SHRM membership has grown to 289,000, and members represent more than 70,000 organizations. We have a record 23,000 student members and 1,100 executive members, a 150 percent rise since we affiliated with HR People + Strategy. SHRM is more globally influential than ever with a network of partners in 65 countries delivering certification, professional development and community.

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

**DECEMBER 1, 2017:** Did you submit your State Council Leadership Information Forms ([Click Here](#)) Chapter Leader Information forms ([CLIF form click here](#))? Please do it as soon as possible.

**SHRM17 VOLUNTEER LEADER RATE LOWEST AVAILABLE:** In appreciation of your hard work and support as a SHRM Volunteer Leader in 2016, SHRM is pleased to offer you a discounted conference registration rate. The discounted rate for the SHRM 2017 Annual Conference & Exposition is \$995. This is the lowest individual rate for the 2017 Conference -- but it's only available to you at that rate through February 3, 2017. Please don't miss out on your chance to register. To receive the discounted rate for Volunteer Leaders, be sure to register by February 3, 2017. Registration is quick and easy! Visit the [Annual Conference web site](#) and register online.

**SHRM 2017 MEMBER ADVISORY COUNCIL:** I am excited to announce the 2017 SHRM Member Advisory Council. Representing the Pacific West is Roshelle Pavlin from Washington State and the PW Alternate is Brooks Robertson from Montana. Angie Brawdy (IN) will again be representing the North Central Region and the NC Region Alternate is Pat Lund (SD). Sharon Sellers (SC) will be serving a second term as MAC rep for the Southeast Region and Carol McDaniel (FL) is the SE Region Alternate. Laraine Knauss (NJ) is the MAC rep for the Northeast Region and Mike Klyop (NH) is the Alternate. Denise Montoya (NM) will be representing the Southwest Central Region and Michele Burns (AR) will be the Alternate. Congratulations to all!

**SPECIAL 2017 ANNUAL CONFERENCE RATE FOR STUDENTS AND CHAPTER ADVISORS:** Students: \$315, Chapter Advisors/Faculty: \$470. Unlike other conference rates, there is no "expiration date" on these special rates for eligible members.

**SHRM FOUNDATION CELEBRATES ITS 50<sup>TH</sup> YEAR ANNIVERSARY. SHAPE deadline for submitting Foundation donations is December 31:** To be eligible for an Excel award, your chapter/state council must make a donation directly to the SHRM Foundation (see SHAPE item 5).

- View updated contribution reports by visiting [shrmfoundation.org](http://shrmfoundation.org) and click on "Volunteer Resources." These reports, updated bi-weekly, include all gifts from chapters/councils and all gifts made by chapter members or members from your state.
- Visit [shrmfoundation.org/donate](http://shrmfoundation.org/donate) to learn how to donate online, via phone, or by mail. BEST PRACTICE: Send in a small donation now and meet the SHAPE requirement. Another donation can be done later in the year but you can know that you are covered with that particular requirement. It is easy to forget so just helping you out by this friendly suggestion.

**SHRM FOUNDATION AGING WORKFORCE INITIATIVE:**

The SHRM Foundation is focused on championing workforce and workplace transformation and inspiring HR professionals to make it happen. As a chapter or state council, join us in challenging aging workforce myths and become an Aging Workforce Partner with the SHRM Foundation!

**We need your help!**  
Share these free materials with your members by visiting [shrmfoundation.org/agInginitiative](http://shrmfoundation.org/agInginitiative).

## FIVE SIMPLE STEPS TO ENGAGE YOUR MEMBERS



**Make a commitment to participate.** Designate a chapter or council champion (e.g., SHRM Foundation director, workforce readiness chair or past president) to coordinate and lead these activities.



**Poll your members.** Use the SHRM Preparing for an Aging Workforce Survey to compare your members' readiness for the aging workforce to the national survey fielded by SHRM. Share and discuss the results with your members.



**Present the 10-minute PowerPoint presentation at a chapter or state council meeting.** The provided presentation will explain why this issue is important, how to take action and where to find resources.



**Post a link to aging workforce resources on your website.** Make it easy for your members to find the resources they need to address aging workforce issues in their organizations.



**Make a difference in your community.** Engage your members in a local event or service project to help your community, raise funds or raise awareness.

**E-BLAST HOLIDAY BLACKOUT PERIOD** - Due to staffing issues during the holidays, SHRM will not send any e-blasts on behalf of Chapters or State Councils from **December 17 until January 5**. Request for e-blasts to be sent by December 16 must be received by December 5 to comply with the 10 business day lead time. For those planning to have an e-blast launch immediately after the blackout period on January 6, requests must be in by December 26. To access the e-blast forms, [click here](#).

**2017 IMPORTANT DATE:** January 31, 2017. The day that the State Council and Chapter SHAPE reports are due. The SHAPE submission form for both the State Council and Chapters is scheduled to be available after the Volunteer Leader Summit. Best practice is to have a password that is shared with all your board members so each individual that is responsible for a specific role or initiative can input the information. Don't let the responsibility fall on one leader's shoulders as you belong to a board and all board members should be empowered and accountable. It is best to copy and paste the information from a Word document into the SHAPE form in the event there are any problems with saving the information you put in.

**2017 REGIONAL COUNCIL BUSINESS MEETING:** Please plan and budget for you State Council Director, State Council Director-Elect and your State Council Workforce Readiness Director to attend the 2017 Regional Council Business Meeting in San Diego, CA Feb. 10-11, 2017. Registration is currently open.

**2017 MEMBERSHIP DUES ARE CHANGING:** 2017 members will see an increase in dues from \$190 to \$199 for an annual professional, associate or general membership. This adjustment will be effective for membership dues that have start dates on or after January 1, 2017. The rate offered to chapter members who receive a discounted SHRM membership first-year rate (0118 promotional code still in effect) will be \$185. Increases will also be realized in the following segments:

- Student Chapter Advisors will move from \$100 to \$110
- Chapter Management Professionals (CMPs) will move from \$100 to \$110

The following rates remain unchanged: Student membership is \$40. Transitional membership after graduation is \$90/year for first two years after graduation before moving to the full professional member rate of \$199.

**NEW SHRM AFFILIATE PRINTING PORTAL** – This exciting option for chapters was announced at the Volunteer Leader Summit November 18, 2016. The portal is scheduled to go live on January 3, 2017. You can get additional information about this new benefit by going to the Volunteer Leader Resource Center.

**SHRM STORE** – Looking to find a way to recognize your volunteers? To have SHRM logo items at your events? Well look no more. There is now a separate tab on the SHRM store website ([SHRM Store Log In](#)) for affiliates of SHRM that can browse all types of SHRM logo items.

**SHRM SUPPORT TEAM:** Our sincere thank you for all you did this year. Remember PAC WEST is the BEST and it is because of you. Happy holidays from Dianna and Kimberly.

Need Help?

Dianna Gould, SHRM-SCP, CAE – SHRM Field Services Director

[Dianna.Gould@shrm.org](mailto: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](mailto:Kimberly.Goodwin@shrm.org)

800-283-7476, ext. 6316

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**ADVANCING THE PROFESSION**

<b>CLA REPORTS</b>	OSC Directors
<b>Director Report:</b> Scott Cantu	
Scott thanked each 2016 OSC member for their service and provided a beautiful glass globe gift.	
<b>Director Elect Report:</b> Stacey Brown	
Stacey asked all 2017 Council members to let her know if you need a new name tag. Stacey asked for feedback about purchasing shirts or vests for Council members to be identified at the annual conference. Alan Cabelly made a motion to authorize Stacey to move forward with the order process of vests, second by Shauneen Scott, motion carried.	
Stacey reported that the following OSC positions have been identified since our last meeting for 2017 and we continue to recruit for College Relations and SHRM Foundation Director positions:	
Workforce Readiness: Markus Brown Diversity Director: Maiya Hall-Olsen Treasurer: Nikki Schutte	
<b>Diversity Chair:</b> Marcus Brown Reporting Period: 10/08/16 – 11/30/16 No Report	
<b>Employment Law &amp; Legislative Conference:</b> Deborah Jeffries & Alan Cabelly	
Considerable discussion followed regarding conference pricing. Kathy Sharp made a motion to approve an early bird rate of \$210, SHRM members at \$260, Non SHRM members at \$299 and student members at \$100 and to provide the conference committee with discretionary authority to approve price breaks for large groups attending from a single employer. Second by Shauneen Scott, motion carried.	
<b>Willamette District:</b> Natalie Eggert Reporting Period: 10/08/16 – 11/30/16 No Report	

**Columbia District: Sharon Borgardt**

Reporting Period: 10/08/16 – 11/30/16

Will continue to reach out to Chapter Presidents to provide support.

**Certification Chair: Deborah Jeffries**

Deborah provided an overview of the SHRM certification program including handing out sections of the BoCK and how programs can be tailored to achieve certification credit by using the SHRM Body of Competency and Knowledge. She answered questions about the applicability of the SHRM Learning System to the HRCI exam. She will be providing some statistics about the number of certified professionals on a year-over-year basis at a later date.

Deborah also passed out a program ideas sheet with recommended speakers and she will continue to gather this information from the chapter presidents to be able to share.

Joe Rossi/President Elect Rogue Valley provided the following information for purposes of identifying and crafting certification applications for business strategic credit.

- Focus the description on business and not specifically HR. If HRCI feels it is a topic that the average HR person should know, it will be considered General. Employment law update, FMLA, ADA, recruiting legally etc will normally be General. Implementing a recruiting strategy to grow the business will likely be considered Business.
- Try to focus on ROI, Ethics, business acumen, finance, etc.
- Personal growth topics tend to be rejected.
- Anything you can do to show HR is speaking the language of business or partnering with operations helps.
- If you can identify key learning objectives and things someone can implement immediately, you will have a better chance at business credits.

This is a list of questions from HRCI we use when looking at programs for Business credit.

QUESTIONS TO HELP DETERMINE STRATEGIC BUSINESS MANAGEMENT CREDIT IN CONTINUING EDUCATION

What is the MAJOR FOCUS of this session?

Will it give me a better understanding of my organization's operations at a macro level?

Will it give me a better understanding of my organization's industry?

Will it increase my ability to "speak the language" that others in my organization speak?

Will I be a more valuable contributor to organization-wide initiatives?

Would this be considered "Outside" traditional HR responsibility?

**College Relations Chair: Open Position**

No Report

**SHRM Foundation Chair: Open Position**

No Report

**Workforce Readiness Chair: Kathy Sharp**

Reporting Period: 10/08/16 – 11/30/16

SHRM is holding a conference call next week and Kathy will provide feedback to the OSC members.

**Membership: Shauneen Scott**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

Year is winding to an end. I have reached out numerous times to local chapter Membership Directors and not gotten a huge response. Hopefully this will change in the coming year and we get more excitement and involvement from the local chapters. I prepared a small article for the OSC on Membership.

Best Practices and other good stuff I want to share:

Continue to work and monitor the membership list and at-large list. Keeping those that drop off due to the renewal being late at SHRM.

**Legislative Affairs Director: Karlina Christensen**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

Preparing for the session to start for 2017. Several employment issues will be up early. Also looking at possibilities for a day on the hill in Oregon in 2017 since it is a longer session.

SHAPE initiatives & updates:

None right now

Best Practices and other good stuff I want to share:

None at this time

What other Chapters need to know:

Reminder- FLSA changes are in effect as of December 1. Good reminder to chapters to share that news with their membership.

**Communications Director: Micky Dryden**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

Recently replaced the **Travel Policy for Oregon State Council Meetings** on the website with the latest version.

Best Practices and other good stuff I want to share:

Recently attended the Volunteer Leadership Conference in Washington D.C. which was a great experience to get to know others from our region and get ideas about how to stay compliant with SHRM and legal issues. Would suggest supporting this from the State Council to the local levels because of the information that is shared at the conference and for succession planning.

What other Chapters need to know:

State Council Communication Director is a great resource for local chapter Communications directors and anything that I can share, helps everyone to grow their website presence instills additional confidence in the position.

**CHAPTER REPORTS Chapter Presidents**

**PHRMA, Rick Howell, Chapter President**

Reporting Period: 10/08/16 – 11/30/16

Rick reported that PHRMA won a Pinnacle award at the VLS in November for work on their Think Tank, Mentorship Program and Emerging Professionals group.

**MHRA, Bonny Ray, Chapter President**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

We partnered with OSU to hold a chapter meeting in Corvallis. We had 12 members attend who are normally unable to attend plus some potential new OSU members. The topic was Harassment and was artfully presented by Jennifer Bouman Steagall with humor and a fun group activity. We held an extra chapter meeting November 1, 2016 regarding the FLSA. We had a great November chapter meeting with the topic of Health and Safety in the workplace with a presenter from SAIF.

Our President Elect attended the Volunteer Leader's Summit in Washington D.C. November 16-19, 2016.

SHAPE initiatives & updates: We accomplished all of our SHAPE initiatives that we planned for in January! It was a great year for our chapter and Board! We grew as a chapter tremendously this year. We started out with 88 members and are now at 117 members! This was the biggest change in years and now puts us in the medium sized chapter category! Will be working with OSU to try and get a student chapter up and active in 2017.

Best Practices and other good stuff I want to share:

We had a Board appreciation dinner in November combined with our November Board meeting it was fun to get to know our fellow Board members better. I highly recommend this! I hope it will be an annual event for our chapter.

Some of our Board members are interested in attending an OSC meeting and may visit this December meeting.

What other Chapters need to know: I am at an Education Law Conference and I am unable to attend. Thanks for the opportunity to get to know you this year! Happy Holidays and Happy New Year!

**SHRMA, Shauneen Scott, Chapter President**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

Attendance at our programming events has dropped off since the beginning of the school year. We are looking at the possibility of doing every other month or quarterly meetings next year to see if that affects the turnout. Provided a member appreciation event on 12/1/16 to provide networking and an opportunity to purchase holiday items and benefit a charity.

SHAPE initiatives & updates:

We are on track to meet the initiatives for the year. It has been a very successful year for our study group again. Thanks to Deborah Jefferies. I attended the SHRM VLS in D.C. in November.

**DCSHRM, Stephanie Smith**

Reporting Period: 10/08/16 – 11/30/16

Membership has been the focus for 2016 and the chapter is now at 50 members and this has been accomplished through joining the Chamber of Commerce, holding 3 meet and greet events and personal outreach.

**LCHRA, Sat Bir Khalsa, President – Presented by Cheri Billard**

Reporting Period: 10/08/16 – 11/30/16

Current events & news:

- SHRM Foundation success - \$6,161 raised – fit in the top 25 chapters

SHAPE / Excel initiatives & updates:

- Completed all of our SHAPE initiatives
  - Chipping away at increasing membership (Lane county is a huge geography)
  - Internship did not work out as well as previous years. Will start earlier in the year.

Best Practices and other good stuff I want to share:

- Giving Back support
  - FFLC (food bank) - \$400 from 50/50 raffles
  - United Way day of Caring team participation

Chapter Requests for support or help from OSC:

- Recommendations for speakers

**Rogue Valley, Jeannette Trumm, Chapter President- Presented by Joe Rossi, President Elect**

Reporting Period: 10/08/16 – 11/30/16

Current Events and News:

- As we round out 2016, we had a program in November and will be going dark for December. November's program was called "Increasing the Minimum Wage and Competition for Workers". In our small valley, the competition for good labor is very tight and with the minimum wage continuing to climb, it is becoming increasingly challenging for employers to fight for the best talent. This engaging and interactive presentation helped professionals with strategies for employers to remain at the top of a candidate's wish list (outside of just the paycheck).

SHAPE Initiatives:

- Discussions with our local Job Council are continuing to progress regarding the Career Fair/Expo in early 2017. This will be a partnership between RV SHRM, the Job Council, Junior Achievement and the Oregon Employer Council. We are looking forward to it!

Best Practices and other good stuff to share:

- None at this time.

Chapter Requests for support and other help from OSC:

- None at this time.

**LCHRMA, Stacey Brown, Chapter President – Report by Sharon Borgardt**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

Stacey and Ian attended the SHRM VLS in Washington DC. It was a fabulous conference with many wonderful speakers. Stacey is anxious to get to work on things she learned! OSC is going to rock 2017!!

SHAPE initiatives & updates:

We held a successful Diversity seminar featuring Tessa Scheller, a transgender person in the community and workforce. She eloquently described how the HR community can be prepared to work with the LGBTQ community.

**HRACO, Stephanie Miller, Chapter President**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

We are planning our annual appreciation luncheon. We feel like it is nice to have one meeting each year that is really about socializing and getting to know each other better without formal speakers. Our membership tends to like the holiday break and it's a fun event.

SHAPE initiatives & updates:

We will be doing our first fundraiser at our annual luncheon to raise money for Saving Grace, a local non-profit organization who supports local abused women and Children.

Also, we hosted a "Bring your Boss or Friend" to our monthly chapter meeting this month to raise membership awareness that brought in about 16 new people to the meeting.

**YCHRA, Jill Faughender, Chapter President**

Reporting Period: 10/08/16 – 11/30/16

Current Events & News:

YCHRA held chapter meetings in October and November with speakers on the topics of HR Trends and Active Shooter Preparedness. Attendance at the monthly chapter meetings is consistent around 18-20 and membership continues to grow each month. We reached 47 at the end of October. I attended the VLS in D.C. in November.

SHAPE initiatives & updates:

Elections of 2017 officers took place in November and CLIF submitted on 11/14/16.

Programs have been identified for the first four months of 2017 with no meeting for December 2016:

- 01/12/17 – Creating a Culture of High Trust
- 02/09/17 – Having Difficult Conversations
- 03/09/17 – Generations in the Workplace
- 04/13/17 – Mediation Training

Best Practices and other good stuff I want to share:

We continue to book sponsors as often as we can to keep the meeting cost down and attract more monthly participants and chapter members. Curious what other chapters are charging for a meeting sponsorship?

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OSC BUSINESS, DISCUSSION ITEMS

SCOTT CANTU

**STRATEGIC PLAN REVIEW  
AND 2016 SHAPE STATUS**

- No Report on 2016 SHAPE status

**ANNOUNCEMENTS**

- 2017 meeting schedule

CLOSING

SCOTT CANTU



<b>AGENDA ITEMS FOR NEXT MEETING</b>	<ul style="list-style-type: none"> <li>Budget Planning 2017</li> </ul>
<b>ADJOURNMENT</b>	We adjourned the meeting at 2:10 p.m.
<b>FUTURE MEETINGS</b>	01/06/17 – Salem – 10am – 3 pm 02/28/17 – Portland – 2pm – 4:30 pm (the afternoon before our OSC Conference) 03/01/17 – Annual Conference – Portland Convention Center 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