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| Oregon SHRM State Council MeetingMay 4, 2018 | | | | | | | | | |
| minutes | | | dATE: May 2, 2018 TIME: 9:30 AM – 4:00 PM |  | | | Hosted by: Beth Harrison LOCATION: Industrial Finishes 3455 W 1st Avenue Eugene, OR 97402 | | |
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| Meeting called by | | Shauneen Scott, President at 9:33 A.M. | | | | | | | |
| Type of meeting | | SHRM Oregon State Council Bi-Monthly Meeting | | | | | | | |
| Facilitator | | None | | | | | | | |
| Note taker | | Sharon Borgardt, State Council Secretary | | | | | | | |
| Attendees | | OSC members present were: Shauneen Scott, Director; Karlina Christensen-Lee, Director Elect; Nikki Schutte, Treasurer; Sharon Borgardt, Secretary; Elizabeth Garvin, Certification/Professional Development; Stephanie Trexler, Membership Director; Scott Cantu, Communications Director; Laurie LeRiche, College Relations Director; DCSHRM President; Beth Harrison, LCHRA President; Jill Faughender, YCHRA President; Shawna Gribskov, LCHRA President Elect; Sara Heiken; Rogue Valley Membership Director  Present by teleconference were: Dianna Gould, SHRM Field Services Director; Matthew Eagles, PhD, Workforce Readiness; Kyle Abraham, Legislative Action Director; Maiya Hall-Olsen, Diversity Director; Kelley Plueard, DCSHRM President;; DeeDee Kaundart, MHRA President | | | | | | | |
| Members absent | | Stephanie Smith, District Director; Alan Cabelly Revenue Generating Chair; Mark Robbins, PHRMA President; Jennifer Clemens, HRACO President; Ian Wiggins, LCHRMA President; Kathryn Reinhardt, Rogue Valley President | | | | | | | |
| Associated documents | | Treasurer’s Report and Financials, Minutes of Jan 12 Council Meeting, Minutes of Jan Electronic Vote | | | | | | | |
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| Agenda Topics | | | | | | | | | |
| OPENING | | | | | | SHAUNEEN SCOTT, Director | | | |
| Welcome and introductions | | | | | | | | | |
| Council Education | | | | | | |  | |
| Speaker | | | None | | | | | |
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| Council OperatIons | | sHAUNEEN sCOTT, director |
| Business |  | |
| **Approval of Minutes, Secretary:**  **Sharon Borgardt, SHRM-SCP, SPHR**  Approval of Minutes: Minutes of February 27, 2018 meeting were presented for approval. Motion by Jill Fauhender to accept the minutes as written, second by Karlina Christensen-Lee; motion carried.  Minutes of March 23, 2018 electronic vote on bank account signers were presented for approval. Motion by Karlina Christensen-Lee to accept the minutes as written, second by Elizabeth Garvin; motion carried.  **Agenda Items for Discussion:**  **Financial Report and Budget Update:**  Reported by Nikki Shutte, Treasurer  Reporting Period: February & March   * February Reporting:   + February Income: $13,182.73   + February Expenses: $7,101.85     - Conference expenses     - SHRM Regional Council Business Meeting expenses     - Taxes   + February Net Gain: $6,080.88 * March Reporting:   + March Income: $10,418.01   + March Expenses: $4,267.98     - Conference expenses     - SHRM Regional Council Business Meeting expenses     - Supplies, liaison travel   + March Net Gain: $4,267,98 * Checking Account Total: $20,698.20 * Savings Total: $57,874.84 * Total Cash: $78,573.04   Other:   * You all collected $1,413.74 for the SHRM Foundation raffle. I will send them a check on Friday for our annual donation.   **Stoel Rives 2018 Employment Law Conference Update**  Shauneen distributed a conference recap illustrating that only we only netted $8,529.29 profit for the conference, which is substantially less than we had expected. Food was a large contributor to the expense at about $100 per person; there was food for 500 people, but only 471 attended. There were 124 complimentary registrations (55 for of those were comped by Stoel Rives); those individuals did not help offset the conference expenses, resulting in about $27,000 in lost revenue. The keynote speaker expense this year was 10,000, and branded give-aways also contribute to our expense. This is our only event that truly contributes to our earnings (SHRM stipends are minimal and NHRMA contributions are distributed to chapters) so this was a learning experience. In order to ensure we have sufficient reserves we need to better understand our break-even point, our budget and liability, as well as have a better plan and agreement in place should we have an emergency situation that results in low attendance (such as bad weather). There was discussion of paring back the food a bit more (such as eliminating the afternoon snack, collecting sponsor money up front, and possibly havong more sponsors.  There was a robust discussion about the value of partnering with Stoel Rives. It was agreed that this is an important partnership; their client list boosts attendance, they provide all the speakers and content and they have staffing to work on all aspects of the event. We need to have only one point person working with Stoel Rives (more efficient) and we need to better understand the roles and liabilities of both parties. We will contact the Washington State Council to see how their conference outcome has been now that they took over responsibility for their big conference. We will also customize our conference evaluation so we better understand how people heard about the conference, as well as develop a conference guidebook to assist with future conferences.  **Student Chapter Support & OSC Grant Discussion:**  Since our conference income was low, a top priority is to review all requests for monetary assistance. The Yamhill chapter (YCHRA) has a request to help one of their chapter members pay for her SHRM membership. This individual has been a SHRM member and served on a SHRM chapter board for many years but her employer no longer pays for her SHRM membership. Further, she has been on an unpaid leave of absence, so paying her own fees is a hardship. Nikki Shutte made a motion to approve payment of membership dues on the member’s behalf. Karlina seconded the motion and the motion carried.  PSU has also requested $6,000 to assist in sending HR students to the 2018 SHRM National conference in Chicago. We have budgeted $8,000 for student support in 2018, with $2,000 committed to NHRMA and no other funding requests. Even though we historically have given PSU $6,000, if we allocate only $4,000 to PSU we will still have funding available for other student chapters. There was discussion of helping students get to NHRMA and other local conferences, rather than SHRM National, which is much more expensive. The NHRMA conference has many benefits, including networking with local employers and excellent program content; it is a very positive experience for the students. After considerable discussion Scott made a motion to award $3,000 to PSU students for 2018, to use as they see fit. Jill seconded the motion, which passed with three “nay” votes. Laurie will let Alan know and suggest that the students consider using the funds for local events next year, and plan accordingly.  It was also noted that Alan was awarded the SHRM Student Advisor of the year; there were 47 letters from PSU students on his behalf. The council recognizes and appreciates that this a great honor.  **D & O Insurance Update:**  Karlina reported that she has applied for a $1 million personal liability policy through Hagan Hamilton Insurance; the carrier is Carrier, Brown and Riding, the annual premium is $697 and there is no deductible. The policy does not include liability coverage for conferences, but it is believed that Stoel Rives does have liability coverage. We will confirm with Stoel Rives to be sure there is an agreement, and to fully understand our liability. It is recommended that chapters who are holding half-day and full-day events have similar coverage.  **Strategic Planning Discussion:**  Shauneen reported that Dianna has offered to facilitate a strategic planning session; the one day session will be held in Medford and hosted by the Rogue Valley chapter at the new BBSI offices. Shauneen reported that Dianna does an excellent job providing mission, vision and clarity to the planning process.  **Bylaws Update:**  SHRM has approved our updated bylaws; Shauneen will provide 15 days’ notice to Council board members and request an electronic vote to ratify the bylaws. Once ratified, our official name will change from Oregon State Council to Oregon SHRM and we can then work on our new logo.  **SHAPE Planning and Initiatives:**  Shauneen requested that board members go to VLRC (on the SHRM website) and come up with a SHAPE initiative for each board member’s area of board responsibility. Please contact Shauneen directly if you have a budgetary need for the proposed initiative.  **Resources Guide Draft:**  Shauneen used the NHRMA Resource Guide as a starting point to create a similar guide for the Council. It will contain processes and procedures for responsibilities such as Secretary of State filing, tax return filing, budgeting, etc. It will not contain confidential information such as bank or login details so Shauneen will email a draft.  **Student Conference Recap:**  Laurie attended the Student NHRMA conference on April 6-7 in Seattle and found it to be a rewarding experience. Twenty-four Oregon HR students attended, as well as students from Idaho. Laurie worked the registration table, assisted with the HR Jeopardy game for students, and did some corporate visits in Seattle. It was a very successful event and provided excellent networking opportunities. Past students who are now working in the HR field conducted a panel discussion. Laurie was proud that Oregon chapters stepped up to make donations of support on short notice. Chapters should budget for future donations.  **Roles and Responsibilities:**  Council job descriptions need to be revisited. We need to determine if the Revenue Generating Chair should be a board position or a committee role. It needs a job description to include working on conferences, sponsorships, and advising chapters on generating revenue, such as how to get sponsorships. Currently the Director Elect also serves as the Conference Chair, so that needs to be added to their job description. We need a strong Conference Committee that crosses into the next year since conference planning can take several years.  **SHRM Update (Dianna Gould, SHRM-SCP, PSHR, SHRM Field Services** **Director)**  ***May 2018 SHRM Update***  ***TOGETHER FORWARD***  Dianna reminded the council to encourage chapters to support SHRM certifications. SHRM will pay chapters $20 per member who certifies.  The deadline to participate in the Employer of Choice survey is approaching. It only takes 20-30 minutes to submit employer information; if accepted, the survey then goes to your employees. Becoming an Employer of Choice is a great recruiting and retention tool.  Dianna also reminded the Council that there is an eblast blackout in June due to the SHRM National Annual Conference.  **Below is a list of some of the most current things we are doing for you; our valued Volunteer Leaders and members:**  **Apply Now for the 2018 When Work Works Award – Deadline May 11!**  Bragging rights, national recognition as a top employer, and a free benchmarking report are just a few reasons to apply for the [2018 When Work Works Award](https://urldefense.proofpoint.com/v2/url?u=http-3A__links.shrm.mkt6744.com_ctt-3Fkn-3D30-26ms-3DMzM3MDc4MzcS1-26r-3DMTAzNDg0MjI2NDMwS0-26b-3D0-26j-3DMTI2MDE5NzI1OQS2-26mt-3D1-26rt-3D3&d=DwMFaQ&c=nQOnw6HHAeKBNxj23OXhOw&r=nUJImpV1xsW2gC_w_w5z2zU_cW0iGzpq_8mFCqLmHpg&m=rJzNk4iNTMXZlIGp5BCGFLJ9LngO0Kw3gX07f8Lm_w4&s=cIQz9J8tbTtPZBavqjDW8qrsL2iDHFGD03cmjx3_yF4&e=" \t "_blank). Get the recognition you need to attract and retain the best talent for your organization.   The WWW Award is national in scope, and recognizes model employers of all types and sizes across the U.S. for their innovative and effective workplace practices. It is a worksite-based award honoring organizations that are using workflex as a strategy to make work work better—for both the employer and the employee. **[Apply NOW!](https://urldefense.proofpoint.com/v2/url?u=http-3A__links.shrm.mkt6744.com_ctt-3Fkn-3D25-26ms-3DMzM3MDc4MzcS1-26r-3DMTAzNDg0MjI2NDMwS0-26b-3D0-26j-3DMTI2MDE5NzI1OQS2-26mt-3D1-26rt-3D3&d=DwMFaQ&c=nQOnw6HHAeKBNxj23OXhOw&r=nUJImpV1xsW2gC_w_w5z2zU_cW0iGzpq_8mFCqLmHpg&m=rJzNk4iNTMXZlIGp5BCGFLJ9LngO0Kw3gX07f8Lm_w4&s=69llqCupNQkoSdc70MTTtDQsv9PmzLhv1W21UDaasxE&e=" \t "_blank)**  **New Partnership:**  The SHRM Foundation has partnered with PsychArmor to drive veteran hiring!  PsychArmor Institute’s “*School for Employers Who Invest in Military Talent*” has been made available to all SHRM members as part of the SHRM Foundation’s initiative to encourage and expand veteran hiring.  The courses provide information on different aspects of military culture to assist HR professionals in ensuring service members are successfully hired, on-boarded and retained.  These courses are offered at no-cost to the attendee so long as they are members of SHRM.  Read more about this offering and the partnership on the [SHRM Foundation’s New page](https://www.shrm.org/foundation/news/pages/default.aspx) & register for courses [here](https://psycharmor.org/sign-up/shrm-foundation/?gid=86340&unVr4u_YDW6fM).  **SHRM Announces New Credential for Talent Acquisition Pros** - Recruiting and retaining the best talent continues to be a top priority for organizations. CEOs want to know that their talent acquisition teams are up to the task. The SHRM Talent Acquisition Specialty Credential allows professionals to show their organizations that they have the knowledge and skills to hire the best. It also demonstrates to candidates that the recruiter they're working with is committed to developing an excellent candidate experience. It includes a 50-question test and provides 25 points toward SHRM certification. It includes a 50-question test and provides 25 points toward SHRM certification. For more information go to [Talent Acquisition Credential](https://www.shrm.org/resourcesandtools/hr-topics/talent-acquisition/pages/shrm-announces-new-credential-for-talent-acquisition-pros.aspx).  **Legacy Recertification Credits** - Will SHRM continue to apply to HRCI for re-certification credit for conferences/events?  o SHRM18 Annual Conference will be the last conference we will submit to HRCI  o SHRM E-Learning and Webcasts will continue to be submitted  o Individuals can continue to submit to HRCI to claim re-certification credits – many SHRM programs will qualify for HRCI re-certification credits  **Equal pay for men and women -** What? Is this the 1960’s? SHRM (and SHRM members) has developed a Compensation Equity Statement based on 18 months of research and input from multiple focus groups of HR professionals throughout the U.S. According to the most recent Bureau of Labor Statistics data, women who were full-time wage and salary workers still are making only approximately 81.9% of the median weekly earnings of male full-time wage and salary workers. While this overall pay differential has narrowed over time, a variance still exists. This difference in pay, however, results from comparing salaries of men and women in all types of jobs rather than comparing only those doing similar work. When accounting for factors such as chosen occupation, hours worked, years of experience and education level, additional studies have yielded a smaller variance in pay between men and women. Learn more at <https://bit.ly/2JzfHKz>.  **New Date for Pinnacle Award –** Applications for the Pinnacle Award will open on June 1 and go through September 1. This is a new application date for the award so please share the word. The award will remain as is in terms of the criteria. So, dust off those initiatives and let them do double duty. I bet one of them is just ripe to be a Pinnacle application award winner ([Eligibility for Pinnacle Award](https://community.shrm.org/vlrc/scholarships-awards/pinnacle?spMailingID=33707837&spUserID=MTAzNDg0MjI2NDMwS0&spJobID=1260197259&spReportId=MTI2MDE5NzI1OQS2)).  EXCEL Awards are under review; expect to see award winner announcements soon. Remember that your EXCEL submissions can also be submitted for Pinnacle Awards.  **A-Team Officially Reaches 10,000 Members!** The SHRM Advocacy Team developed by SHRM Government Affairs to assist HR advocates— professionals like you—in making their voices heard on public policy issues impacting the workplace is now **10,000 strong**! Thank you for helping us make policymakers understand the vital role HR plays in today's workplace. If you haven't joined the A-Team and want to join this force making change in Washington and across the nation—**[sign-up now](https://urldefense.proofpoint.com/v2/url?u=http-3A__links.shrm.mkt6744.com_ctt-3Fkn-3D8-26ms-3DMzM3MDc4MzcS1-26r-3DMTAzNDg0MjI2NDMwS0-26b-3D0-26j-3DMTI2MDE5NzI1OQS2-26mt-3D1-26rt-3D3&d=DwMFaQ&c=nQOnw6HHAeKBNxj23OXhOw&r=nUJImpV1xsW2gC_w_w5z2zU_cW0iGzpq_8mFCqLmHpg&m=rJzNk4iNTMXZlIGp5BCGFLJ9LngO0Kw3gX07f8Lm_w4&s=upLYyMCIf71LRWyIQFHdyYicolm4jBws6lt536QTkeo&e=" \t "_blank)**!  My challenge to you: Go to [www.SHRM.org](http://www.SHRM.org) and share something from the SHRM home page that is new or useful to highlight the benefits of SHRM membership.  **Contact an HR Knowledge Advisor today** – As a SHRM member, a unique benefit as part of your membership, is the ability to talk to an HR Knowledge Advisor in-person, chat online or e-mail him/her on HR issues that you need assistance with. Please encourage your members to log into [www.shrm.org](http://www.shrm.org) and contact an HR Knowledge Advisor today ([Ask an Advisor](https://www.shrm.org/resourcesandtools/tools-and-samples/pages/hr-help.aspx))  **Difficulty Recruiting for Key Positions?** If you are having difficulty filling key positions with candidates from the U.S. perhaps you might consider potential candidates from outside the U.S.Council for Global Immigration (affiliate of SHRM) – [www.shrm.org/cfgi](http://www.shrm.org/cfgi) is a great resource to help you with Visa information.  **New Member Benefit** – As an enhancement to your SHRM membership we are now offering members the opportunity to post a free job (value $395) opening on SHRM HR jobs. In addition, discounts on additional job postings, search for resumes, etc. will be offered. Details regarding this new benefit was sent out late March. If you did not receive it, please let me know and I can forward you the information.  **SHRM Foundation Scholarship Deadlines -**[Certification and recertification scholarships](https://urldefense.proofpoint.com/v2/url?u=http-3A__links.shrm.mkt6744.com_ctt-3Fkn-3D2-26ms-3DMzM3MDc4MzcS1-26r-3DMTAzNDg0MjI2NDMwS0-26b-3D0-26j-3DMTI2MDE5NzI1OQS2-26mt-3D1-26rt-3D3&d=DwMFaQ&c=nQOnw6HHAeKBNxj23OXhOw&r=nUJImpV1xsW2gC_w_w5z2zU_cW0iGzpq_8mFCqLmHpg&m=rJzNk4iNTMXZlIGp5BCGFLJ9LngO0Kw3gX07f8Lm_w4&s=dIliAmHKXfEPj_N_vLRqrAlapQaTE1y4lMDR8guHMFw&e=) The SHRM Foundation will award 110 scholarships to individuals seeking SHRM certification. Ten of these scholarships are reserved for SHRM members who have advanced veteran hiring in a professional or volunteer capacity. Twenty scholarships will support individuals who are recertifying their SHRM-CP or SHRM-SCP.  **Special Dates to Note for 2018:**  **September**  2018 Pinnacle Award Application opens on June 1 and closes on September 1  **November**  2018 SHRM Volunteer Leaders’ Summit:  Washington, DC 11/15-11/17/2018  2018 SHRM Recertification Provider Reaffirmation due 11/15/2018  **December**  2019 Chapter Leader Information Form (CLIF) due 12/1/18  2018 State Council Leader Information Form (SCLIF) due 12/1/18  2018 Final End-Year Membership Update Deadline 12/15/18  2018 SHRM Foundation Donation Deadline 12/15/18  The SHRM Financial Support funds have taken some time to arrive. The payments generally arrive in April, but that they take a bit longer now that the SHRM certification requirements are involved; this requires more manual work and an audit process.  Cheers from: Kim Weaver (formerly Goodwin), PW Member Engagement Associate ([Kimberly.Weaver@shrm.org](mailto:Kimberly.Weaver@shrm.org)) 1-703-535-6316  Dianna Gould, SHRM-SCP, CAE, PW Field Services Director ([Dianna.Gould@shrm.org](mailto:Dianna.Gould@shrm.org)) 1-703-535-6267 | | |

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| **Advancing the profession** | |  |
| CLA Reports | OSC Directors | |
| **Director Report:**  **Shauneen Scott, SHRM-SCP, SPHR**  Reporting Period: March/April 2018  Council Position: Director  We were able to get the Oregon SHRM revised bylaws submitted and approved by SHRM. This is exciting, now we just need to vote and finalize the bylaws and then work on the new branding.  Most of the numbers are in for the Law Conference. We did not make near as much as we thought. Our tentative profit is $8529.29. This is not near enough to sustain our current spending levels.  I have attended MHRA, LCHRMA, and LCHRA in February and March. Planned visits to HRACO in June.  Resource manual is in the very beginning stages of development. | | |
| **Director Elect Report:**  **Karlina Christensen-Lee**  Reporting Period: May Meeting   * We have a quote for liability insurance and D&O insurance that we will discuss at the meeting. * I’ve visited both Salem SHRM and Rogue Valley SHRM to attend board meetings. I’ve really enjoyed the time with both during our visits and it is demonstrating why we have needed to spend the time back with chapters. * I’m working on a resource guide for chapters on how to promote events after hearing the need for several chapters on needing ideas on how to promote events. If you have tips you’d like to include please send them to me. * Once By-laws are final and approved I will resubmit out new logo to SHRM. | | |
| **Membership Director Report:**  **Stephanie Trexler, SHRM-CP**  Reporting Period: Q1 2018  Focus on results shared from Quarterly Membership Report and strategic plans for 2018 to grow membership, retention and conversion of At-Large to Chapter Membership. It is also noted that a recent study shows that people respond better to mail than email, but the plan is to continue to do two email blasts per quarter.  Stephanie plans to set up a quarterly conference call for chapter Membership Directors.  **Better Together . . . Convert At-Large to Chapter Membership**  Remember . . . SHRM Members in Chapter retain SHRM membership at a higher rate . . . 97%!  **April 2018 – Chapter Membership Stats**  Members At-Large 2000 SHRM Members in State 4130  Members in Chapters 2130   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **SHRM Quarterly Membership Report 2018** | | | |  |  |  | | **Chapter Name** | **Dec-16** | **Dec-17** | **Mar-18** | **Change from Dec 17** | **Chapter Size** | **Total # Mbrs in Chapter** | | **Portland HRMA** | 968 | 999 | 1046 | **47** | SM | **1104** | | **Salem Chapter** | 198 | 199 | 205 | **6** | M | **218** | | **Lane County HR Assn.** | 306 | 287 | 282 | **-5** | L | **303** | | **Mid-Willamette Chapter** | 106 | 101 | 112 | **11** | M | **112** | | **Rogue Valley Chapter** | 148 | 155 | 149 | **-6** | M | **155** | | **HRA of Central Oregon** | 175 | 181 | 181 | **0** | M | **181** | | **Lower Columbia HRMA** | 39 | 40 | 43 | **3** | S | **44** | | **Douglas County** | 60 | 55 | 56 | **1** | S | **60** | | **Yamhill County HRA** | 42 | 54 | 56 | **2** | S | **56** | | **Grand Total** | **2042** | **2071** | **2130** | **59** |  | **2233** | | | |
| **Communications Director Report:**  **Scott Cantu**  Scott reported that he cleaned up the Council website and will work with the site administrator to learn how to maintain the website. He will also look into getting all our documents on the website for archival purposes. | | |
| **Legislative Affairs Report:**  **Kyle Abraham**  No report provided. | | |
| **Diversity Director Report:**  **Maiya Hall-Olsen**  Reporting Period: 2/27/18 – 05/04/18  Outstanding items: Payment for 12/01/18 Resolutions NW’s Mini Institutional Equity Training; I just want to check that this was paid, because Resolutions NW contacted me. It was noted that we need an invoice in order to pay; Maiya will request an invoice.  News/Upcoming Events: On 4/27/18 I met with Dean Janet Steverson, Lewis and Clark College’s Dean of Equity, Inclusion, and Diversity. I will go train with Dr. Joy DeGruy on 5/24/18 at the World Forestry Center.  Idea: Employee Resource Groups for employees | | |
| **District Director Report:**  **Stephanie Smith, SHRM-CP, PHR**  Excused; no report. | | |
| **College Relations Director Report:**  **Laurie LeRiche, SHRM-CP, PHR**  Reporting Period: 02/28/2017-04/28/2017  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.  I will be attending the OSU College of Business Management Club banquet. They will be celebrating their affiliation with SHRM. | | |
| **SHRM Foundation Report:**  **Submitted by: Karlina Christensen-Lee**  Reporting Period: May Meeting   * Thank you to the chapters and individuals who donated a raffle item to the council for the State Conference. * Also, this is a reminder to council members that we would encourage your personal support of the SHRM Foundation through a donation at the individual level of $30. * Heard great feedback about the SHRM Foundation education at the conference and thank you Deborah for orchestrating that. * We raised $1,413.74 for the foundation and even more impressive as we had no cost ourselves. * We are open to suggestions for next years’ foundation event at the conference if you have any.   Karlina also reported that we have met our EXCEL Award requirement for donations. Dianna suggested that a $100 “fast pass” works very well; those who purchase one get the best seats, etc.  Shauneen added that she is actively recruiting to fill the SHRM Foundation Director vacancy. | | |
| **Workforce Readiness Director**  **Matthew Eagles, PhD, SHRM-SCP**  Nothing new to report since our last meeting. | | |
| **Certification/Professional Development Director:**  **Elizabeth Garvin**  Elizabeth reported that she obtained SHRM study materials and accompanying SHRM Certification Study Guide that small chapters can use. | | |
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| **Other Business:**  **Grant Available**  Shauneen shared that the 2018 Innovation Grant for up to $10,000 is available, with a May 5 deadline to apply. The application process is brief and the grant can be used for initiatives such as workforce readiness.  **Reserve Policy**  Shauneen shared a sample reserve policy that she obtained from LCHRA and will use as a guideline for developing our policy.  **Chapter Meeting Info**  It was suggested that chapters share their meeting info with the Council. We would like to create an information sheet that includes chapter contact info, meeting dates, etc.  **Electronic Chapter Meetings**  There was discussion of using GoTo Meeting or GoTo Webinar for chapter meetings and for SHRM certification classes. Its costs about $995 for an annual subscription and includes unlimited meetings for up to 100 people. Chapters could apply for funds from the Council to offset the expense of the software and a camera.  **Resource Guides**  There was a reminder to share Council resource guides with our chapters. Perhaps the Council could serve as a repository for when chapters need to submit requests, deadlines, best practices, etc. We also need a master “Tip Sheet” for promoting events; please respond to Karlina’s request for info about this.  **Guests welcome at Council Meetings**  Please remind your chapters that any chapter board member can attend our Council meetings; the meetings provide good information for new chapter board members.  **NHRMA 2020 Application**  Karlina submitted a bid for the Council to host NHRMA 2020 on a cruise to Alaska to help build our coffers. If our bid is accepted it should assist in selling sponsorships. When comparing the price to traditional conference space, the added cruise expense is not much different.  **NHRMA Revenue Sharing**  Please remind chapters that they need to promote the NHRMA Conference on their website in order to be eligible for part of the NHRMA conference revenue; please email Nikki to let her know if your chapter is promoting NHRMA accordingly, and provide the chapter’s mailing address so she can send a check. The revenue amount is $10,063, to be divided between 9 chapters, which equates to $1,151.41. per chapter.  SHRM Volunteer Summit in Washington, D.C: The Council was reminded that SHRM will provide hotel stays as follows:  Council Director and Director Elect will be reimbursed for three nights  Council Membership Director will be reimbursed for two nights | | |
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| Chapter Reports | Chapter Presidents |
| **PHRMA, Mark Robbins, Chapter Director and President**  Submitted by: Nikki Schutte  Reporting Period: February & March   * Our conference has the highest attendance we have had in many years!   + May 16, 2018   + Culture Shift: Empowering HR to Drive it   + 6 HRCI Business credits – Approved   + Full sponsors   + Over 325 registrations so far * In March, we hosted our first “streamed” luncheon to two different locations throughout the area. It was a HUGE success! We will be hosting another streamed event in August and in November (our legal update), our speaker Kyle Abraham will be doing his presentation in two locations that day…one in Hillsboro in the morning and the other during the lunch presentation at the Doubletree.   + Overall, monthly program attendance is up from last year. * We are on target to meet all of our goals that we created during our December transition meeting. * Succession planning has started for 2019 board. * Dawn Bergin and I will be attending a Super-Mega meeting at SHRM HQ in July. | |
| **MHRA, DeeDee Kaundart, SHRM-CP, PHR, Chapter President**  Reporting Period: January thru May 2018  We currently have 111 members. We will be having a membership drive at our May chapter meeting.  We have added two new board members in the Diversity role and Treasurer Elect role. Ginny Kroshus has been appointed Diversity Chair and Robin Bileau, Treasurer Elect. We are thrilled to have them!  We hosted a full day HR Basics II training on April 24th. The program was presented by Barran Liebman, LLP and well received by the 16 attendees. Program was awarded 6.75 HRCI/SHRM Credits.  Shauneen attended our March chapter meeting and presented information on NHRMA. It was great to be able to introduce her to our members!  SHAPE and Excel report were submitted in January. | |
| **SHRMA, Shauneen Scott, SHRM-SCP, SPHR, Chapter President**  Reporting Period: Jan-April 2018  This year has been off to a great start. Our meeting attendance is moving in the right direction. We have had several meetings with large attendance. Our membership numbers are up to 205 now. With a new board, it will take a little while to get things in full swing.  We are looking at Skype or FB conference for monthly meetings to try to reach those folks who just can’t make it to the meetings. We have a person from Brazil that joined our Chapter! How is that for long distance?  Our study group is in the planning stages and we hope to have another great group this fall. | |
| **DCSHRM, Kelley Plueard, SHRM-PHR, Chapter President**  Reporting Period: February – May 2018  Council Position: Douglas County SHRM President  Douglas County SHRM submitted for an EXCEL award this year and we are optimistic about the outcome. Additionally submitting for this award gave us the opportunity to reflect on how busy our small chapter has been!  **March, 2018** -Meeting event, Robert Valdez, Principal and Sr. Consultant Mercer Health and Benefits presented on US Employer Benefit Trends.  **April, 2018** event, DC SHRM hosted an all-day (BBSI Sponsored Lunch) training event presented by Jennifer Bouman-Steagall of Redkite employment Law Coaching Essentials: Coach Like YOUR Job Depends On It! Also, Words Matter, Effective Documentation. Excellent training and great turn out for the event. (HRCI and SHRM-CP/SCP Certification points)  **May 2018** - DC SHRM Meeting will be held on May 11, 2018. A spokesperson from Habitat for Humanity will be giving a brief invitation to attendees to participate and the featured speaker will be John Dimof, the worksite chair for the Roseburg Blue Zones Project. Blue Zones is an exciting project launched in Roseburg, Oregon in January of 2018 and this project will experience community wide involvement for three years, focusing on wellness. DC SHRM is inviting all Roseburg based HR Leaders to participate in the Worksite portion of this project. This is exciting and DC SHRM welcomes questions about this national undertaking. <https://oregon.bluezonesproject.com/> <https://www.bluezones.com/news/umpqua-selected-blue-zones-project> | |
| **LCHRA, Beth Harrison, SHRM-SCP, SPHR, Chapter President**  Reporting Period: March – April 2018   * March Chapter meeting was a joint effort between LCHRA and ASSE for a Risk and Safety Conference. We supported an HR Track that allowed for up to 6 CE. Approximately 40 HR certified folks attended with no cost to LCHRA for overhead * April Chapter meeting we had Jennifer Bouman-Stegal from Red Kite talk about the Oregon Equal Pay Act. We had over 100 in attendance * We are seeing record high interest in Sponsorship of the chapter from HR related vendors * We received our SHRM Foundation Chapter Champion badge/icon for top 25 donations in 2017 * Our Chapter By laws were updated, approved by SHRM and by our board in April * We have initiated a new board position that will be in charge of developing HR related recognition award among our chapter members | |
| **Rogue Valley, Kathryn Reinhardt, Chapter President**  Reporting Period: April-May  **1. Rogue Valley SHRM Annual May Legal Seminar –** Wednesday, May 16, 8:00 – 4:00pm at the Smullin Health Education Center, 2825 E Barnett Rd, Medford, OR. Certification Credit: 7.0 SHRM credits and 7.0 HRCI General Credits  **Presentation Agenda:**  8:30a - 10:30a: Unleash Your Inner Superhero: Presented by Keynote Speaker Jennifer Bouman -Steagall  10:30a - 10:45a: BREAK and Vendor Room Visitation  10:45a -12:00p: Shifting Tides in Sexual Harassment Training and Prevention: Presented by Shayda Le  12:00p to 1:00p LUNCH (catered by Asante) and Vendor Room Visitation  1:00p – 2:45p: Best Practices for Internal Investigations: Presented by Shayda Le  2:45p -3:00p BREAK and Vendor Room visitation  3:00p – 5:00p: Case Law and Legislative Update: Presented by Chris Morgan  **2. SHRM Work Force Initiative (Tabitha Northrop) - TANF & OFSET Transition Support:**  Rogue Valley SHRM Board members presented a TANF - Temporary Assistance for Needy Families ([https://www.benefits.gov/benefits/benefit-details/1333](https://clicktime.symantec.com/a/1/UBn8PcFzs7WmRuOEpEt9Q3IEmBiHEqmgADnw8zCv64I=?d=K2EW4yBZMfUl-rfPOr7d8OqdtO8O5ZgyrE2-tKgzy3FiMJ4NnCsNXArMeDsRSBX2wm-DqGONZBIdNRZ6xfpVITEtF3gyi1wZz4Ld4Iuc1yJIEmz35xlUnRabokjPa77XM0sC1W67LAJNVNmoNil4cZAQFzH8m7xgBv5DcvTs1qTVWfYBxh6LaJn9L8Krh3UXCrIOPoIPRaIOyP8I90b9Grb7832RTz-xV1MTTK4K6GXgHADvA88Z31eV0Gdryl8vzFq_aK7Zkq-AlaBAa66ukpp27VDnUk-m3JcysbHrmMsItIGi-5A4YGw278aVX4Tlgu8snXBJsg8qyozojzWzRZ3VgyldoDeuN8kVEv8PtYzJov4pWPZX74srfQi35YobZtbFYquSEWqMCFNz-PzDxvAz5x2VKCF0jxWcxQ%3D%3D&u=https%3A%2F%2Fwww.benefits.gov%2Fbenefits%2Fbenefit-details%2F1333) )and OFSET - Oregon Food Stamp Employment Transition ([http://mccog.com/ofset-oregon-food-stamps-employment-transition-program/](https://clicktime.symantec.com/a/1/_vh4RlrKU99zBCMCLntai84xaGZ6h-pEGvSY890krrQ=?d=K2EW4yBZMfUl-rfPOr7d8OqdtO8O5ZgyrE2-tKgzy3FiMJ4NnCsNXArMeDsRSBX2wm-DqGONZBIdNRZ6xfpVITEtF3gyi1wZz4Ld4Iuc1yJIEmz35xlUnRabokjPa77XM0sC1W67LAJNVNmoNil4cZAQFzH8m7xgBv5DcvTs1qTVWfYBxh6LaJn9L8Krh3UXCrIOPoIPRaIOyP8I90b9Grb7832RTz-xV1MTTK4K6GXgHADvA88Z31eV0Gdryl8vzFq_aK7Zkq-AlaBAa66ukpp27VDnUk-m3JcysbHrmMsItIGi-5A4YGw278aVX4Tlgu8snXBJsg8qyozojzWzRZ3VgyldoDeuN8kVEv8PtYzJov4pWPZX74srfQi35YobZtbFYquSEWqMCFNz-PzDxvAz5x2VKCF0jxWcxQ%3D%3D&u=http%3A%2F%2Fmccog.com%2Fofset-oregon-food-stamps-employment-transition-program%2F)) program initiative to the local Department of Human Services (DHS). This program will cover Jackson, Josephine and Douglas counties.  The Program design provides education and support for participants looking to re-enter the workforce or improve career outlook. Individuals participate in a work force program to “skill up” through education and internships. The Rogue Valley SHRM Board members will provide coaching and mentoring to individual participants by linking them to an HR professional in their industry who can meet regularly with them to determine skill-up needs and connect them with those resources. In addition, Board members will provide resume writing, interviewing skills workshops to prepare them for the rigors of a job search.    Participants will call a designated Google phone number that will allow them to leave a message in a Google voice mail. Those who email RV SHRM will route into a general Inbox, a RV SHRM Board member routes the participant to the most appropriate SHRM member (i.e. a manufacturing worker would go to an HR Professional in that industry). Depending on the support the participant needs they could go to another member outside of their industry. The response from DHS has been positive and they believe this is an extremely valuable community resource.  **3. SHRM Work Force Initiative – Southern Oregon Career Networking Expo:**  Rogue Valley SHRM is working on our Southern Oregon Career Networking Expo scheduled for September 20th at the Medford Armory. This is the second year we have presented this event in the Rogue Valley and expect that it will continue to grow. This year we are collaborating with the local veteran’s community to present the event in partnership with the Southern Oregon Veterans Stand Down. The Southern Oregon Veterans Stand Down is an annual event sponsored by the Veterans Administration and features employment fair, legal services, VA services and benefits outreach as well as career development, resume writing, mock interviews and other services.  To grow this event we are currently developing sponsorship levels to secure additional community business support. Businesses have already begun to reach out to the RV SHRM Board to reserve space. See below for “Save the Date” advertising.  **4. Rogue Valley SHRM and OSC SHRM Strategic Planning Sessions**  RV SHRM President, Kathryn Reinhardt, has been working with Dianna Gould to schedule a Strategic Planning session to put a 2019 plan in place and certify the RV SHRM Board to roll out this training to their membership. In addition, Kathryn has been working with Shauneen Scott, Karlina Christensen and Dianna Gould to organize and host the Oregon SHRM State Council Strategic Planning session in September. We are excited to host the group and are looking forward to seeing you all here in the Rogue Valley! | |
| **LCHRMA, Ian Wiggins, MA, SHRM-SCP, SPHR, Chapter President**  Reporting Period: March & April 2018  Council Position: LCHRMA President  March’s session was led by Liani Reeves of Bullard Law regarding Sexual Harassment and the #MeToo movement. Liani is a repeat presenter for us and is personable and well received by our attendees.  In April we held two programs. In our general session, we had Peggy and Dave Stevens on Workplace Wellness. The Stevens’ own a local yoga/wellness studio and the program was interactive. It was as well attended as some of our other presentations, but those in attendance enjoyed it and said they could use information shared in their organizations. Our second program was a two-day “Crucial Accountability” workshop facilitated by a Vital Smarts certified trainer. It is the same facilitator as last year’s Crucial Conversation we hosted and he does it pro bono. We only pay for his flight, food, and car. One of the local hotels comps us his room, so we are able to save there too. Final numbers aren’t in yet, but we stand to bolster our coffers significantly again this year. The training had 29 attendees plus a sponsor/vendor for both days. We haven’t had a chance to break down the pros/cons of the program yet, but the initial reaction from attendees was very positive and the facilitator has offered to come back again next year with another program.  Coming up on May we have Jennifer Bouman-Steagall from Red Kite Rising presenting on Unleashing Your Inner Superhero!  Also in May, we are adding a 2nd session to our normal programs and taking it to Tillamook. We have noticed they are underrepresented by SHRM. They attempted to start a chapter two years ago, but did not get the numbers they needed. On the 23rd we will be at the Port of Tillamook with Dan Rowan of Bullard Law to speak on Recruitment/Retention. This topic was the number 1 concern from a survey conducted by the Tillamook Chamber. Hopefully this trial will be a success, we will be able to bring HR education to another area, and gain additional chapter membership from the at-large population.  In June we have Nancy Kasmar of Compensation Connections present “Help! I’m Invisible! Dealing with Invisible Disabilities.”  We also learned that the zip codes included in our At-Large-List do not match up with our actual “footprint” for chapter coverage; we have submitted a request for SHRM to add zip code so we can reach out to all SHRM members we serve. | |
| **HRACO, Jenifer Clemens, SHRM-CP, Chapter President**  HRACO launched a new website that is more modern and streamlined; it has been well-received.  The Certification/Education Chair is working on a program with Central Oregon Community College. The chapter hopes to offer a SHRM test preparation class that is more affordable the PACE classes offered through Linfield College; Dennis Carr will help teach the classes if we get 8 participants. We are hopeful that this will increase membership growth. Since there is a 97% renewal rate if certified, this should help both SHRM and the chapter.  We are working to maximize sponsorship opportunities to help offset chapter expense. | |
| **YCHRA, Jill Faughender, SHRM-SCP, SPHR, Chapter President**  Reporting Period: 02/27/18 – 04/26/18  We had excellent and well attended meetings in March and April. The March meeting presenter was Kyle Abraham of Barron Liebman and he presented a session on workplace investigations. The April meeting was presented by Scott Crabtree of Happy Brain Science on using brain science to improve inter-generational engagement in the workplace. Both speakers are highly recommended. Scott & Alan Cabelly will be presenting this topic at NHRMA in the Fall. Definitely attend this session! Jill added that Eric Kuntz is also an excellent speaker.  We are gearing up for our HR Basics seminar on June 14th and have already sold out of our 40 initial spaces and evaluating whether we should add another 10 attendees. Using an early bird rate that was $30 less than the regular rate spurred the majority of the registrations within the first few weeks of announcing the program. This has helped with space and meal planning well in advance.  We are losing our Certification Director to an out of state job and will evaluate who on our existing board can take over the responsibilities versus recruiting a replacement at this point.  We are very excited to have reached 56 members, 24 of which hold SHRM Certifications.  The SHRM Talent Management conference was excellent, with about 1,500 attendees. It included a lot of information about employee engagement and recruiting; I was able to use the materials and information to create effective training for managers. | |

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| Closing | | Shauneen Scott, director |
| agenda items and reminders for next meeting |  | |
| adjournment | The meeting adjourned at 2:44 PM. | |
| Future Meetings | Some dates are tentative, to be confirmed in February.  02/27/18 – Portland Pre-Conference, Tigard  05/04/18 – Eugene (Beth Harrison will see if space can be found at Pacific Source)  07/13/18 – Conference Call  09/14/18 – Medford (Strategic Planning session Facilitated by Dianna Gould)  11/30/18 – Annual Reorg Meeting, location TBD (Portland or Salem) | |
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