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| SHRM Oregon State Council MeetingJuly 2015 |
| minutes | FRIDAY, July 10, 2015 | 10:00AM via telephone |  |
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| Meeting called by | Melissa Vigil, SPHR, State Council Director |
| Type of meeting | SHRM Oregon State Council Bi-Monthly Meeting (Phone) |
| Facilitator | Melissa Vigil, SPHR, State Council Director |
| Note taker | Amber Shoshin for Melissa Vigil, SPHR, State Council Secretary |
| Attendees | By Phone: Melissa Vigil, Scott Cantu, Deborah Jeffries, Jane Allen, Amber Shoshin, Natasha McGrath, Jill Faughender, Allan Cabelly, Kristen Sandfort, Stacey Brown, Nikki Schutte, Karlina Christensen, Jean Bonifas, Stephanie Miller, Shauneen Scott, Sat Bir Khalsa, Tanya Haakinson, and Natalie Eggert.Guests: Dianna Gould, our SHRM Regional Representative and Michael Letizia, MAC Rep |
| Members absent | Robin Conrad, Kat Rutlege, Kathy Sharp, Lyndell Smith, Ophelia Yan, Pam Mack, Jeannette Trumm, Kathryn Reinhardt, Sharon Borgardt, , Sara Baier. |
| Associated documents | Treasurer’s Report and Financials |
| Legend | **Bold = Action Items**Red = Important Information |
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| Agenda Topics |
| Welcome, INTRODUCTIONS | MELISSA VIGIL |
| Called to Order at 10:02 a.m. |
| opening |  |
| Welcome!IntroductionsSHRM MAC Rep Update by Michael Letizia: * MAC Representatives are either current or past State Council Directors elected to represent volunteer leaders directly to SHRM.
* What they are experiencing, how they are operating, best practices are all important to the SHRM Board.
* MAC sent out a survey earlier this year to ask what they are currently experiencing.
* Met with SHRM at the Annual Conference and MAC advised the board that they need to focus on the belonging to the organization – more engagement type messages.
	+ Asked to add to current commercial that being a member of SHRM is a two-part membership; belonging to national/global organization and you are also a member of the local chapter – this is where we make a difference.
	+ Asked the board to look at the chapter structure – change focus from administrative to engagement.
	+ Asking for behavior that drives results.
	+ Keeping communications through headquarters member focus and not SHRM focused.
	+ They are asking members for testimonials on why they see value from SHRM.
	+ Marketing needs to be personalized so that who it is and what they are saying has a connection to those that are seeing it.
	+ Reinforced to SHRM staff and Board Members that administrative burden of SHAPE and other things need to change.
	+ Need to be treated as a small business and recognizing goals and strategies.

OR Council members were encouraged to give feedback to SHRM via Micheal, the MAC Rep, regarding issues facing the SHRM volunteer or the SHRM member/ prospective member.  |

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| Support the professional (operations) | MELISSA VIGIL |
| Reports |  |
| Financial Report: Jane Allen, Treasurer* See Attached Treasurer Report
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| SHRM Update: Dianna Gould, SHRM Field Services Director ***July PW Region SHRM Update***1. **TIME SENSITIVE:** SHRM will be providing another informative and action-focused A-Team webcast **next Wednesday, July 15, at 4:00 pm ET/1:00 pm PT.** Don’t miss this strategic session which will ensure you, as an active participant in SHRM’s dedicated advocate network, have all the information and tools you need to make a difference with your lawmakers during this key district recess.

http://cqrcengage.com/shrm/file/tv1sZEIQdqT/Register%20Here%20Button.jpg ***Important Webinar Registration Notes:*** * The [registration link](http://w.on24.com/r.htm?e=984300&s=1&k=99E8D89F93B468D31E2BE8AC6DC2A18C) is also the link you will use to view the webcast on Wednesday, July 15, at 4:00 pm ET/1:00 pm PT.
1. **TIME SENSITIVE: SHRM Foundation Update:** $20,000 in scholarships available to State Councils, Chapters and individual SHRM members in the PW region. **The Application deadline to apply is July 15, 2015.** Don’t delay, apply today! **(**[**Click here**](http://www.shrm.org/about/foundation/scholarships/pages/shrmfdncertschol.aspx)**)**
2. **SHRM 2015 ANNUAL CONFERENCE:** We hit a new attendance goal at the 2015 SHRM Annual Conference in Las Vegas of 15,265 attendees. Thanks to all of you who attended from your states and chapters! Go to [www.shrm.org/conferences/ondemand/pages/default.aspx](http://www.shrm.org/conferences/ondemand/pages/default.aspx) and learn how you can bring the Las Vegas conference to you – virtually.
3. **SHRM 2016 ANNUAL CONFERENCE:** 2016’s SHRM Annual Conference will be held June 19-22, 2016 in WA D.C. Registration is open now at <http://annual.shrm.org>. Register now for the best rate that will be offered at $995. **TIME SENSITIVE:** Rate available only until July 31, 2016
4. **SPEAKING OF CONFERENCES:** As you are developing your 2016 State Council slate of officers and budget be sure to include budget for your 2016 State Council Legislative Director to attend the SHRM Employment Law and Legislative Conference in WA D.C. March 14-16. Please note that complimentary registration and hotel are provided for each State Council Legislative Director (airfare, transportation costs and miscellaneous expenses are not included). [Click here](http://conferences.shrm.org/legislative-conference) for more information.
5. **SHRM CERTIFICATION UPDATE**: More than **49,000** SHRM members have taken the pathway since Jan. 5, 2015. Thank you for all your help in continuing to educate the chapter members and getting the word out. **New link** available on ideas on how to promote the new SHRM Certification. [Click here](http://documents.mylearningresource.com/SHRM/SHRM_Learning_System_Chapter_Resources.htm)
6. **MEMBERSHIP MARKETING TIP:**  USE SHRM'S BRAND TO YOUR ADVANTAGE. Would you be part of a great brand like McDonalds but not use the Golden Arches for your store? Capitalize on SHRM’s Brand – As a SHRM chapter, you can benefit from SHRM’s exposure in the HR market to better capture the attention of local HR professionals. If you aren’t already, write about the chapter’s affiliation with the Society for Human Resource Management (SHRM) on your “about” or membership webpages to help increase your organic search result standings. Help validate your chapter’s value based on the affiliation with a known reliable organization. SHRM gets more than 2 million web visits each month, mostly from people looking for SHRM, so take advantage and put the brand to work for you today!
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| Director Update: Melissa Vigil, State Council Director Budget Requests* Ophelia requested funds for PSU Assurance of Learning
* Ophelia requested funds for PSU Students, SHRM Conference
* Allocation of funds for SHRM Learning System (One instructor set and three participant sets)

Columbia Gorge Chapter was looking into combining with the Portland Chapter due to limited attendance. They were also looking into dissolving the chapter. They have decided to stall the decision until October in an effort to seek input from their members to determine what the interest is.Sara Baier has asked to step down but will assist us transition to next year.We have someone (Mims Rogers) who has reached out to us to be on the Board, specifically in Communications. He plans to attend the board meeting in September.September Board Meeting* Our Leadership Meeting is scheduled on September 18 @ 9 a.m. at Willamette Valley Vineyard in Turner.
* Introductory meeting for new board members

NHRMA Update* SHAPE Money: How do we want to disburse the money to the local chapters?
* HR Academy: NHRMA puts on one for Oregon, Washington and Alaska. They voted to see about having one in each state however the motion was not passed.
* NHRMA Conference venues:
	+ Portland in 2015
	+ King County in 2016
	+ Bend in 2017
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| Advancing the profession |  |
| CLAReports | OSC Directors |
| Diversity Chair: Jean Bonifas* No Report
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| Conference Chair: Kathy Sharp * No Report
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| College Relations Chair: Ophelia Yan* No Report
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| SHRM Foundation Chair: Jane Allen* No Report
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| Certification/Professional Development Chair: Amber Shoshin* No Report
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| Workforce Readiness Chair: Lyndell Smith* No Report
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| Membership Co-Chairs: Sara Baier/Stacey Brown |
| Legislative Chair: Jill Faughender* Thank you to everyone for the support and involvement during this busy legislative session!

How are you helping the Board Sharpen our Saw in your specific area?I have been communicating frequently about how to utilize the Citizen Engagement section of the Oregon Legislature website and have been helping all of us and our chapter members to stay abreast of HR related legislative activities. I shared more detailed information about how the legislative process works and how committees work.Current events & news/ opportunities:Current Oregon Legislative session is expected to close down on 07/11/15. Resolutions have been passed in both House and Senate to extend by 30 days if needed.FLSA proposed regulations made public on 06/30/15.SHAPE initiatives & updates:* 05/13/15 – Provided Oregon Legislative update
* 05/20/15 – Provided Oregon Legislative update
* 05/27/15 – Provided Oregon Legislative update
* 05/28/15 – Sent SHRM request for OSC to support repeal of ACA Excise Tax, managed responses and responded to SHRM with approval.
* 05/28/15 – Provided Oregon Legislative update
* 06/03/15 – Provided Oregon Legislative update
* 06/09/15 – Provided e-mail notice of the upcoming hearing on SB 454 – Paid Sick Leave with instructions on how to view the hearing
* 06/15/15 – Provided Oregon Legislative update and forwarded a Schwabe, Williamson & Wyatt recap of the Paid Sick Leave Bill
* 06/17/15 – Provided Oregon Legislative update and push to communicate with legislators over minimum wage bills
* 06/17/15 – Provided SHRM A-Team/Bob Carragher with an update on bills that had passed, those pending governor signature and those will active and under consideration
* 06/18/15 – Wrote to Representative Mike Nearman about HB 2012-minimum wage
* 06/18/15 – Wrote to Representative Paul Evans about HB 2012-minimum wage
* 06/18/15 – Emailed OSC to provide an update to HB 2012-minimum wage from hearing that took place on 06/17/15 – encouraged letter writing
* 06/20/15 – Provided Oregon Legislative update and committee status for remainder of session
* 06/24/15 – Provided Oregon Legislative update and forwarded copy of SHRM letter supporting repeal of ACA Excise Tax that OSC supported
* 06/24/15 – Send PHRMA Legislative Affairs Director talking points to share for minimum wage letters per his request
* 07/03/15 – Provided Oregon Legislative Update & FLSA information from SHRM
* 07/07/15 – Provided final Oregon Legislative Update and the links to the proposed FLSA regulation changes in the Federal Register as well as a document with the full proposal.

Good stuff I want to share:* 07/15/15 – Government Affairs Core Leader Webinar – 1:00 p.m. Pacific Time

Requests for support or help from OSC:* Would love for all OSC members to join the SHRM Advocacy team and to actively write letters to legislators, both at the federal and state levels
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| Communications Chair: Open* No Report
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| Revenue Generating Co-chairs: Allan Cabelly* No Report
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| Chapter Reports | Chapter Presidents |
| Willamette: Natalie Eggert* No Report
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| Columbia: Sharon Borgardt* No Report
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| Central/Southern Oregon, Open* No Report
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| Chapter Reports | Chapter Presidents |
| PMHRA, Pam MackCurrent events & news:* Strategic Management Conference: May 20th, 2015 – Over 200 attendees and profit of over $20,000. Lower number this year, as we had predicted, possibly due to Portland hosting NHRMA. 85% of attendees who submitted survey said they would come back for HRCI Business (Strategic Credit) next year.
* Emerging Professional group had their first meeting in May with over 50 attendees, hosted at a brewery with Barran Liebman hosting and Jennifer Johnson Speaking. Next event is scheduled for August 12.
* Book Club met in May for the first time, with about 20 attendees. Next meeting is in September.
* 2nd Mentorship Cohort is nearing completion, and next Jump in/Jump out event for past cohort and new fall cohort is scheduled. .
* This summer our monthly seminars are held at Breakfast rather than lunch. Attendance is similar and those who cannot come to lunch seem to appreciate it.
* Nikki and I both attended SHRM this year on behalf of PHRMA. Both of us volunteered 2-3 days to cover most of the conference expense. It was great seeing so many Oregonians there!
* We have updated our website and debuted our new logo. Check it out at www.portlandhrma.org

SHAPE initiatives & updates:* We will be apply for a Pinnacle Award this year for our work with our new Member Development team and all they are doing for our members! We are also applying for some of the NHRMA awards.
* We hope to achieve Platinum level for SHRM this year.

Best Practices and other good stuff I want to share:We hope to see you at NHRMA in October! Register now! |
| MHRA, Karlina ChristensenCurrent events & news:Preparing for our annual planning meeting and recruiting new board members. We are also preparing for our veteran’s training in November focusing on helping Veteran’s be successful in the workplace. SHAPE initiatives & updates:Progress still continues towards Platinum status for 2015. We just hosted a veteran’s job fair on June 24th. It matched 20 employers with local veteran’s looking for jobs or who were under-employed. It was successful and we will look to do another one in the Fall. Best Practices and other good stuff I want to share:We hosted a Download the app challenge at our July meeting. This encouraged members to download the SHRM advocacy app.  |
| SHRMA, Shauneen Scott* No Report
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| DCSHRM, Kristen SanfortCurrent events & news: * Douglas County SHRM chapter was represented by 4 members at the National SHRM conference. All 4 were 1st time attendees.
* May 8th program we hosted John Concepcion, Veteran Employment Representative to provide information on VEVRAA and AA for Federal Contractors.
* June 12 we hosted, Joe Bober, Mercer, who presented an update on ACA Reporting and Compliance.

SHAPE initiatives & updates: We had a large turn-out for the Mercer presentation and took the opportunity to hand out some new member discount cardsBest Practices and other good stuff I want to share: * Our Secretary was able to take advantage of the SHRM Hardship renewal to continue as a member and just this week is starting a new full time position. Thank you, Diana, for your help getting the right information on this.
* Thank you Amber for assisting us with purchasing SHRM Certification Materials. Our chapter members are excited to start utilizing the materials.

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| LCHRA, Sat Bir Khalsa* No Report
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| Klamath Falls, Kat Rutlege* No Report
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| Rogue Valley, Tanya HaakinsonCurrent events & news:We are keeping our one program a month and even adding in a July program (we did this last year and it was so successful, we did it again this year). We are co-sponsoring the ASSE’s Southern Oregon Safety Conference. They’re doing an HR track. I’m on ASSE’s BOD as well, so for the last few years, we’ve been bringing the two groups together. This is great for our valley and our professions.SHAPE initiatives & updates:All initiatives are going well and on track. A few of them are happening later this fall, so we’re making sure to tie up all the loose ends. Best Practices and other good stuff I want to share:One of our BOD members asked if we could do a Lunch-N-Learn as her attorney group could present on the new Sick Leave Law. That sounded amazing, so between her and I we set up a Lunch-N-Learn in Aug AND a breakfast meeting for our Grants Pass folks as well (both on same day). This is great, because we’ve heard from our membership that they can’t always make it to our 3rd Wed of the month program in Medford. We’re trying to reach out to more HR professionals on their schedules. |
| LCHRMA, Stacey Brown* No Report
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| HRACO, Stephanie Miller* No Report
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| OSC business, discussion itemS | Melissa vigil |
| 2015 lEADERSHIP CONFERENCE  |  |
| No Report |
| strategic plan review and 2015 shape status |  |
| No Report |
| announcements |  |
| 2016 Employment Law Conference Planning Update:* Melissa, Sara and Allan met with Stoel Rives
* Determined that we need to move out of the MAC Club
* Allan toured The Sentinel in downtown Portland and it looks wonderful
* Day of the week will change from Thursday to Wednesday due to availability
* Conference is set for Wednesday, March 2nd
* There are a few issues that we will need to plan for, two of which are:
	+ Lack of women’s restrooms
	+ Self-parking due to the nature of being downtown (look into Smart Park?)
* We should be able to fit 400 attendees and 15 vendors
* If we continue growing, we should be able to be there for 4-5 years without outgrowing the space
* Cost of conference will be increasing due to venue, which will dip into revenue
* We will have to work hard to ensure we get sponsors to keep from dipping into revenue
* Still discussing the partnership between Stoel Rives and OSC. Are we getting enough from them? What questions should we explore to determine where our partnership should go?
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| closing | MELISSA VIGIL |
| agenda items for next meeting  | None |
| adjournment | We adjourned at 11:35 am. |