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| SHRM Oregon State Council MeetingMarch 2015 |
| minutes | WEDNESDAY, MARCH 4, 2015 | 2:00 PM to 4:00 pm | HR ANSWERS, TIGARD, oregon  |
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| Meeting called by | Melissa Vigil, SPHR, State Council Director |
| Type of meeting | SHRM Oregon State Council Bi-Monthly Meeting |
| Facilitator | Melissa Vigil, SPHR, State Council Director |
| Note taker | Amber Shoshin for Melissa Vigil, SPHR, State Council Secretary |
| Attendees | In Person: Melissa Vigil, Scott Cantu, Deborah Jeffries, Jane Allen, Amber Shoshin, Jean Bonifas, Sara Baier, Stacey Brown, Ophelia Yan, Karlina Christensen, Tanya Haakinson, Sharon Borgardt, Kathy Sharp, Natasha McGrath, Lyndell Smith, Jill Faughender, Allan Cabelly, Rick Howell, and Shauneen Scott.Guests: Dianna Gould, our SHRM Regional RepresentativeBy Phone: Natalie Eggert, Sat Bir Khalsa |
| Members absent | Robin Conrad, Kat Rutlege, Pam Mack, Kristen Sandfort, and Stephanie Miller |
| Associated documents | Treasurer’s Report and Financials |
| Legend | **Bold = Action Items**Red = Important Information |
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| Agenda Topics |
| Welcome, INTRODUCTIONS, ICE BREAKER | MELISSA VIGIL |
| Called to Order at 2:00 p.m. |
| opening |  |
| Welcome!Introductions/Get to know one another Icebreaker activityApproval of December minutes (approved via email previously)Approval of January 2015 minutes (Allan Cabelly and Rick Howell) |

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| Support the professional (operations) | MELISSA VIGIL |
| Reports |  |
| Financial Report: Jane Allen, Treasurer* Jane now has possession of checkbook
* Added/removed account owners to reflect current board members
* Approximately $10,370 in checking and $67,700 in savings.
* **Turn in Expense Reports for reimbursement.**
* Shauneen obtained a new address for the OSC at the UPS store:
	+ 4676 Commercial St. SE #492, Salem, OR 97302-1902
 |
| Secretary’s Report: Melissa Vigil * Barbara Burr is unable to continue the commitment as Secretary for the OSC. If you know someone who is interested, please let Melissa know.
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| SHRM Update: Dianna Gould, SHRM Field Services Director SHRM CertificationReminder that OSC receives $10 for every SHRM member who obtains certification in both 2015 and 2016. Chapters receive $20 for every SHRM member who obtains certification in both 2015 and 2016. Payouts will be made in January of 2016 (for 2015) and January 2017 (for 2016).**[2015](http://links.shrm.mkt6744.com/ctt?kn=5&ms=MjIwMjAwNDES1&r=OTIyNTg3MTM5NzYS1&b=0&j=NDgyNjYzOTAwS0&mt=1&rt=0" \t "_blank)** [SHRM](http://links.shrm.mkt6744.com/ctt?kn=5&ms=MjIwMjAwNDES1&r=OTIyNTg3MTM5NzYS1&b=0&j=NDgyNjYzOTAwS0&mt=1&rt=0" \t "_blank) **[Annual Conference & Exposition](http://links.shrm.mkt6744.com/ctt?kn=5&ms=MjIwMjAwNDES1&r=OTIyNTg3MTM5NzYS1&b=0&j=NDgyNjYzOTAwS0&mt=1&rt=0" \t "_blank)** * June 28 to July 1 in Las Vegas, Nevada
* There are many opportunities to volunteer. Volunteer for two shifts, and eligible to receive up to 2/3 off the cost of registration. **NOTE: The preregistration for volunteering has already closed.**
* **Register by April 17th for the Volunteer Leader Discount**
* **New Scholarship available for first time attendees (certain conditions apply to be considered) and 5 HR Professionals will receive the scholarship. Deadline is March 15; winner will be announced April 15th.**

Volunteer Leader’s Summit* November 19-21 in Washington, DC

Students with SHRM Membership* $40/year membership. Once they graduate, they get the membership for two (2) years at $80/year.

Webinar for SHRM Credit Approval Process* Scheduled March 26th at 11am PST
* Walks through how to get programs certified for SHRM credits
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| Director Update Melissa Vigil, State Council Director 2015 Budget* Melissa explained that we will approve items as they come in throughout the year.
* Ophelia requested $1300 for travel/treats to Student Chapters
* $1000 requested to send Student Chapter Advisor (Allan Cabelly) to Ontario, CA.
* $2800 requested to purchase sets of SHRM Learning Systems. Amber is working on a proposal for what we will do with the books.
* $850 requested for Oregon Employer Council Annual Conference on May 4 & 5 in Sunriver. Jill and Jean approved.

May Board Meeting* Our meeting is scheduled on May 1 in Medford. Time TBD.
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| Advancing the profession |  |
| CLAReports | OSC Directors |
| Diversity Chair: Jean Bonifas* No Report
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| Conference Chair: Deborah Jeffries for Kathy SharpEmployment Law Conference * Solidified assignments for conference
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| College Relations Chair: Ophelia Yan* No Report
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| SHRM Foundation Chair: Jane Allen* Holding a raffle at the Employment Law Conference for a Kindle Fire
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|  Certification/Professional Development Chair: Amber ShoshinReporting Period: 2015 Q1I’m trying to focus on making information more simple and streamlined for the Chapters. The information for the SHRM Certification was a lot to soak in so I’m trying to make it easy for the chapters by boiling it down into key points.Current events & news/ opportunities:SHRM-CP and SHRM-SCP marketing is in full force. There is big excitement surrounding trying to get those currently certified to obtain their SHRM Certification through the Pathway. Chapters and OSC will receive compensation for each person certified in 2015 and 2016.SHAPE initiatives & updates:I’m participating in educating the Chapters on the new SHRM Certifications.Good stuff I want to share:The pathway for the SHRM-CP and SHRM-SCP is painless – it just takes about 45 minutes. The questions they ask are real-life scenarios that you would encounter in a typical HR workday. Also, all Chapters in Oregon are signed up to be Preferred Providers! Submitting activities for SHRM Credits is painless and you get an ID number immediately (versus waiting weeks for it).  |
| Workforce Readiness Chair: Lyndell Smith* No Report
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| Membership Co-Chairs: Sara Baier/Stacey Brown* No Report
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| Legislative Chair: Jill Faughender* No Report
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| Communications Chair: Open* No Report
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| Revenue Generating Co-chairs: Allan Cabelly/Robin Conrad* No Report
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| Chapter Reports | Chapter Presidents |
| Willamette: Natalie Eggert* No Report
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| Columbia: Sharon BorgardtReporting Period: Jan – Feb, 2015I participated in the SHRM webinar for District Directors in Feb, hosted by Dianna Gould. District Directors roles were reviewed and SHRM resources provided. We were reminded to encourage chapters to promote the new SHRM certification; in 2015 and 2016 chapters will earn $20 for each member certified and OSC will earn $10, to be paid the following year. During the best practices discussion I was able to provide a few tips based on having past experience in the District Director role. I have reached out to the 3 chapters in my region, the Columbia Gorge Chapter, Portland HR Management Association and Lower Columbia HR Management Association. The Columbia Gorge chapter continues to struggle and is working to form a partnership with PHRMA; they are moving forward but need assistance completing paperwork. PHRMA has not indicated a particular need at this time. LCHRMA is working on a website change and redesign; I provided information on the SHRM hosted website for the chapter to consider. Current events & news/ opportunities:Regarding my own chapter, LCHRMA, submitted for their SHAPE report and hopes to receive Platinum Level status. LCHRMA is also interested in hosting NHRMA and may submit a bid for 2017; Seaside Convention Center is the most likely venue and the Oregon Coast has a lot to offer meeting attendees. Good stuff I want to share:LCHRMA has benefitted from actively pursuing members. I encourage chapters to think outside the box and even consider paying first year SHRM dues in cases where the new members bring good value to the chapter. Value can be found in potential speakers, committee or board members, referrals, meeting attendance, to name a few.Requests for support or help from OSC:I need to visit the Columbia Gorge and PHRMA chapters in 2015 and will need reimbursed for travel expenses. I could also use assistance understanding what is involved with hosting NHRMA so I can assist my own chapter with this endeavor. |
| Central/Southern Oregon, Open* No Report
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| Chapter Reports | Chapter Presidents |
| PMHRA, Pam MackReporting Period: February 2015Submitted by: Nikki Schutte – Chapter Director: PHRMACurrent events & news:* Strategic Management Conference: May 20th, 2015 – Agenda has been finalized and can be viewed on our website. (Attached is a list of our speakers).
* February Luncheon had a great turn out with 118 of the 127 registered attend which was a fallout rate of only 7%.
* March Luncheon: Deborah Banda – The Business Case for Older Workers – Keeping up with the Longevity Economy
* We just finished our pilot Mentorship Program and are underway for the second round. We are currently full of mentees and have a waiting list for the Fall cohort! It is going really well!
* We have just begun an Emerging Professionals Initiative and they are hoping to have their first event at the end of April with guest speaker Jennifer Johnson from the Jennifer Johnson network!
* Our Certification Study Group is underway which is aiming at preparing members for both the HRCI and SHRM exams. We have 22 enrolled.

SHAPE initiatives & updates:* We are going for the Platinum Award Level this year! Our largest initiative is our Diversity and Inclusion initiative. We need to begin to collect the demographic information from our current membership before we can really decide on how to move on this initiative. We will be doing this with a “complete your campaign” initiative which will give members a discounted luncheon.

Best Practices and other good stuff I want to share:* We have rolled out new “partner” Sponsorship opportunities as a way to get sponsors for the entire year instead of feeling like we are chasing sponsors each month for our luncheons and other events. These levels can be viewed at: <http://www.portlandhrma.org/?page=A4>
* We have also rolled out new Business Partner Guidelines as a way to help protect our HR Practitioners by ensuring our business partners are not selling to our members at ever chance they get. These will be attached with every new member application and for the rollout period, we will have them available at every luncheon, event and news blast until the word is out.

Chapter Requests for support or help from OSC:* Thank you for giving us a table at your conference tomorrow to allow us to promote our conference! It is our biggest income generator and we need to start promoting it! ☺

**2015PHRMA-HR-Con-e0-LinkedIn.jpg****May 20, 2015 – Oregon Convention Center – 7:30 AM – 5:00 PM**PHRMA and our partner sponsor Davis Wright Tremaine are pleased to present the 10th annual Strategic HR Management Conference, “Tour de HR Portland: Are You Ready to Lead the Pack?” The conference will be held at the Oregon Convention Center, and feature national and local speakers. See the information below regarding speakers and topics. Seven hours of HRCI and SHRM recertification credit for business management and strategy are pending. Early bird registration is $225 for PHRMA and SHRM members until March 31, 2015. Come join us for a day of education and networking!**Conference Agenda:**

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| ***Take Control of Your Time and Get More Out of Life!,*** Bethanne Kronick, Simplify! | ***A Relational Approach to Empowered Leadership: a Priority for People of Color,*** Yvonne Chang, Yvonne Chang Consulting |
| ***What We Believe That May Not be So: Implications for Managing People,*** Robert Greene, Reward Systems, Inc. | ***Strategies for Being an Influential HR Exec,*** Michael Beck, Michael Beck International |
| ***If Your Organization Was an Airplane, Would it be Supersonic?,*** Don Everett, Workforce Interactive | ***Out of Joint? How Your Drug Policies and Testing Procedures Impact Culture, Satisfaction and Retention****,* Tamsen Leachman, Littler Mendelson, PC |

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| MHRA, Karlina ChristesenReporting Period: March Current events & news:We are preparing for our March meeting with David Blake from OSU speaking on redesigning benefit programs and how to be an HR leader through change. Our speakers for the year are booked and we have had a location change to the Mennonite Village in Albany. Much of our focus was placed on the new location once we had an immediate need. SHAPE initiatives & updates:We are well underway for completing our SHAPE for 2015. We have 2 initiatives being worked on currently. The first is around legislative. We are sending updates to our membership and posting on our website of current legislative things to be aware of each month along with the links to the legislation. Our second focus currently is focusing on support of returning military vests. There are over 400 vets returning to Oregon in the next few months without jobs. The ESGR has asked our HR group to help mentor those returning vets to prepare for job searches and interviews. This is minimal commitment on member’s time and helping put people back to work. Best Practices and other good stuff I want to share:We have an active board that has branched out to use sub-committees this year. We are seeing great ideas generated and using the SHAPE 2015 book to guide our ideas and discussions.  |
| SHRMA, Shauneen Scott* No Report
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| DCSHRM, Kristen SanfortReporting Period: January 9-March 3Current events & news: Douglas County SHRM chapter will have a booth at the Douglas County Employer Expo. Volunteers from the SHRM chapter will help expo attendees with resumes, interview preparation and how to dress for success. The chapter will also market to the HR people in attendance in an attempt to increase membership and in our local chapter. This year we have purchased a logo table cloth, vertical banner and logo mints to hand out to prospective members.SHAPE initiatives & updates: I am new to this position and don’t know what SHAPE Initiatives are. I do know that we submit our SHAPE report annually. This year we were recognized with a Silver Excel Award.Best Practices and other good stuff I want to share: * Diana Gould presented the new SHRM Certification Process to our chapter members on February 13.
* Our chapter also decided to purchase a set of study materials for the chapter’s use.
* We have a few members that are interested in certification and forming a study group.
* Our Executive board met with Douglas County Partners for Student Success to find out if our SHRM chapter could be a resource for them as they develop their program. Our chapter has expressed interest in helping prepare students for careers earlier in their schooling. We are interested in reaching out to students in middle school. We are looking at partnering up with other local initiatives geared to students.
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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 HakinsonReporting Period: Jan/Feb Current Event and News:Most important item for our local chapter is the upcoming Careers in Gear event on 3/12/15. This is our 4th year being involved as a chapter. It was a SHAPE for a few years; this year we took it off as have other SHAPE’s to complete. This CIG event is a local learning job fair with our area high schools. SHRM Chapter helps out at registration table, a SHRM booth in the symposium and as team leaders. We work closely with Junior Achievement and College Dreams for set up. While not a SHAPE initiative, we heavily support this cause as we believe in it.SHAPE Initiatives:All going well, progressing. We took CIG off for the first time as we’re stretching ourselves for newness. Will report in more detail at next OSC meeting.Best Practices and other good stuff to share:We are in the processing of designing and establishing a local chapter logo. We’ve opened it up to all our membership. We’re doing the vote in March and then will start using in April.  |
| 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 |  |
| NHRMA: Central Oregon (HROCO) is hosting 2017 conference. 2016 is being hosted in South King County in WA. NHRMA is looking for people to set up and host the conference after 2017. |
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| closing | MELISSA VIGIL |
| agenda items for next meeting  | None |
| adjournment | We adjourned at 4:34 pm. |