SHRM State Council Meeting

September 21, 2012

10:00 am – 3:00 pm

Hosted by HRACO Chapter

Central Oregon Community College 1027 NW Trenton Ave, Bend, OR 877-643-6951

Attendees: Randy Sutton, Kathy Sharp, Laurie Roe, Scott Cantu, Gayle Young, Lisa Snively, Deborah Jeffries, Cheryl Berger, Daniel Killam, Natalie Eggert (Willamette District), Sally Sorenson (Central Oregon), Lyndell Smothers (Central/Southern), Nancy Gammond-Moody (HRACO).

Phone attendees: Christina York (PHRMA), Shannon Stuver (Rogue Valley), Sharon Borgardt (Lower Columbia), Alan Cabelly, Barbara Cecil (SHRMA), Janeen Hilbrink.

Absences: Dennis Carr (LCHRA), Robin Conrad, David Briggs, Jennifer Palmer (Klamath), Melissa Vigil (MHRA), Mikaela Baird (Douglas), Eileen Fletcher (Columbia Gorge).

**Approval of July 2012 Meeting Minutes:** Lisa moved to approve, Kathy seconded.The July 2012 meeting minutes were unanimously approved.

**Treasurer’s Report:** Scott reports that there have not been an abundance of expenses for last 3 months, except for some conference reimbursements. Chapter assistance for conference attendance was provided as well. Budget for this year is on target, compared to last year. Still money available for chapters for requests they might have.

Kathy motions to approve budget, Laurie seconded. The treasurer’s report was unanimously approved.

**Other Budget Concerns:** Discussion ensued about using extra monies in budget to help OSC Director-elects for 2013 & 2014 (Deborah Jeffries and Melissa Vigil) to attend the Leadership Conference in November. After that, discussion about offering help to chapter presidents or president-elects to attend if anyone else is interested to attend.

Phone attendees provided input supporting as many attendees to Leadership Conference as possible.

Alan motions that OSC Director may move amount of money that he deems appropriate from unused monies to support scholarship opportunities for Leadership Conference. Lisa seconded. Group unanimously approved.

**NHRMA Conference Update:** Laurie - 74th Annual NHRMA Conference in Anchorage Alaska. Starts October 3. Anchorage chapter is hosting in support of professional development opportunities. NHRMA recruiting for a Professional Development Director. Ask Laurie for details. NHRMA 2013 Conference is in Tacoma October 9-11 and lodging at the Hotel Murano.

**SHRM 2013 Employment Law Conference Update:** Lisa - Thursday, February 28, 2013 SHRM Conference will be held at the Portland MAC Club. The 2013 conference theme, chosen by Stoel Rives is, “HR Recipes for Success”.

Lisa is the NHRMA Foundation Director and is collecting donations for the auction from individuals as well as she has $300 from OSC to use to purchase items for the auction. Lisa has been purchasing items and will continue to do so for the next week. Selling 50-50 raffle tickets today at the meeting as well. Lisa is also the NHRMA Director-Elect for 2013.

Randy suggested that the plan this year worked well and should be considered again. That was to have the OSC meeting the night prior to the law conference and have a group dinner or gathering as well as stay in Portland that evening.

**OSC Leadership Conference:** Kathy - This year’s OSC Conference will be November 30, 2012 in Eugene hosted by Dennis Carr (LCHRA). Randy & Kathy are working with speaker/presenter Jennifer Hoffman to be the guest speaker at the November meeting. The goal for this meeting is to bring the leadership of the local chapter boards to attend. The agenda is currently being developed to focus on professional development in the morning and the regular council meeting in the afternoon. Please encourage attendance of each of your chapter’s board members. Since Eugene is a central location, the goal is to get attendance up. Currently, $2,500 is budgeted for this conference. Kathy asked the group if there is a way to use some of that money to help bring members to the meeting in Eugene. Phone attendees stated that it’s not necessarily the cost that is a concern, but the time away from work that may be the bigger issue. Suggestions made: OSC to offer help to pay for lodging or travel costs, a drawing for free registration of the 2013 Employment Law Conference, that the meeting agenda needs to be a very strong to draw and must add value to the incentive for attendance, include training with HRCI credits, get quality and relevant people there to speak. Alan suggested that Rick Howell might be a good speaker about financial issues.

Suggestions for topics: Financial planning, Social Media, Recruiting & Retention, Engagement and Best Practices.

Suggestion made that next year the OSC leadership conference be moved to a better time of the year since the currently planned date is so close to the SHRM National Leadership Conference (2 weeks after), and other issues such as so close to Thanksgiving, many also have benefits renewal time, etc making getting away for a day more difficult this time of year. Discussion continued about what would be a better time of year to have the OSC leadership meeting. Suggestion that maybe next September’s meeting would be a good time for a leadership conference.

**SHRM Leadership Conference:** Randy - November 14-17, 2012, in Washington DC. Randy is happy about the number of people signed up to attend. Agenda is going to be fun with several activities planned (See details in email from Randy with Subject “Leadership Conference in D.C. – Info & RSVP,” dated 09-10-12 at 4:14 pm).

**Director & Director Elect Reports:** Randy - SHRM Members For Transparency Group, discussion about responses to those inquiries. The group has sought out chapters to try and attend meetings. Randy says the general consensus he has found from chapters is that that group would pose a distraction to a regular chapter meeting. Discussion continued regarding how best to approach the distribution of information from the Members for Transparency Group.

Randy announced that Beth Ursin has had to leave her position on the OSC Board for the remainder of this and continuing through next year.

Kathy stated that OSC has open positions on the board. Positions include: Diversity Director, Workforce Readiness Director, Communications Director, SHRM Foundation. Discussion ensued regarding positions still open and members taking on new roles (see handout). Kathy went over tentative meeting dates for 2013. Anyone interested, please contact Kathy.

Kathy drafted an updated version to the financial assistance form on the OSC website (handout). The draft includes specification that the request would be used specifically for conference or seminar registrations. Updates include, Current OSC or Chapter Role or Affiliation (broadens the span of who can use the form).

Laurie moves to accept Financial Assistance Fund application updates to the financial assistance forms, Lisa seconded. Unanimous approval of updates.

SHAPE: OSC is on track for Platinum SHAPE. Kathy will follow up with individuals during lunch today but otherwise looks good.

**Professional Development:** Deborah – Watched film on Lockheed Martin Corp. and their methodology of applying corporate ethics in their large organization. Participation in this activity may apply toward HRCI Strategic Credit.

**Best Practices Free-for-All:** Randy started off with prior discussion on putting a speaker’s list together for future meetings. Natalie mentioned Scott Crabtree who spoke in Eugene recently. Daniel handed out information for Kostas Voutsas. Nancy Carritte was also mentioned as a good speaker option.

Discussion regarding how much chapters charge for member vs. non-members who attend chapter meetings. Chapters vary in what they charge depending on location, food served, size of membership, etc. Several attendees discussed how it works in their chapter. Answers varied.

Deborah said she would like to put a list together with names and topics that she has gathered so far and folks can let her know what the interests are in subjects & speakers. Deborah suggested that OSC members should be on mailing list of local chapters so that everyone has the benefit of knowing who is speaking where and that might help open up communication and sharing of knowledge statewide for folks who may want to attend other chapter meetings if they are interested in the topic.

Scott said he is interested in partnering with other chapters on bringing in speakers or topics.

Randy said regarding Legislative updates, he was the moderator at a PHRMA meeting about a month ago. One topic was that there is a bill that is coming next session related to an update of OFLA.

College Relations: Cheryl – said that students are thankful for the assistance that OSC gave with attendance to the conference. Students looking for opportunities to get HR related work on their resumes.

Laurie shared that there is a video on You Tube on how to respond to random acts of violence (such as shootings in the recent news). Video portrays a workplace shooting scenario. She will share a link to the video. “Run, Hide, Fight, Survive.”

**Core Leadership – Director Reports**

**Membership Director – Janeen:** Over the summer there was a great discussion with State Council members via email regarding incentivizing Board volunteers by paying either their membership dues or meeting dues. I summarized the findings and sent an email to all chapter Membership Directors (see summary below).Also, attached you will find the Oregon Membership Report for Fall 2012 created by SHRM. Membership numbers include data up to July 2012. The majority of our chapters have increased membership numbers since December 2011. The Columbia Gorge Chapter has the highest percentage increase with 14.29% more members. Rogue Valley is not far behind with a 12.5% increase.The total SHRM membership number for the state is 3527 which is a 2.01% change since December 2011. The SHRM Annual Membership increase goal is 3%.Email sent 08.26.12**:** The SHRM OR State Council recently had an interesting email discussion regarding whether or not local chapters pay the membership dues for their volunteer Board Members.  It was suggested that it may help increase Board participation and volunteers if the chapter were to pay their dues.  I’m sharing this information with you because it could possibly help your membership efforts.In summary, some Oregon chapters do pay their Board Members’ SHRM membership fees, and some do not.  It was recommended that if a chapter wishes to pay for the fees, the Board should vote on the matter rather than include it in the By-laws which could potentially cause a financial issue, especially for smaller chapters. In addition, we had some input from a member who participated in a SHRM Super Mega chapter call. These chapters are from all over the country, and not all of them are 100% chapters like Oregon is.  (100% Chapter means that all local members of Oregon Chapters must also be members of national SHRM.)From the call, she found there was quite a variety out there. Examples include: Chapter dues waived and reimbursement for SHRM dues.  Pay for dues for President & Past President**.** Pay for dues and attend chapter events for free.Do not subsidize local/national dues but attend chapter events for free**.** (They still covered the fees regardless of whether or not the member's company could pay.)

 **Legislative Director – David: N/A**

 **Workforce Readiness- Vacant: N/A**

 **SHRM Foundation/Communications/Conference Chair – Lisa: See above.**

 **Past Director/Conference Chair – Laurie: See above.**

 **Diversity Director – Daniel: N/A**

 **College Relations – Cheryl: See above.**

 **Professional Development – HRCI: N/A**

**District Director and Chapter Reports**

**Columbia District Director – Vacant:**

**Central/Southern District Director- Lyndell: N/A**

**Mid-Willamette District Director –Natalie: N/A**

**Central Oregon District – Sally: N/A**

**Columbia Gorge District – Eileen: N/A**

**Douglas County District – Mikaela:**  Chapter Events & Current News: July – Program was on Wolf Creek Job Corps Career Transition, presented by Tracy Placido and George Shaffer. August – Roundtable discussion. Members bring topics of interest (usually issues they are dealing with at work) to bounce ideas off with other members. September – We were scheduled to do mock interviews and resume review workshop for Wolf Creek Job Corps students, but they rescheduled for November. We did roundtable discussion. SHAPE initiatives & updates: In November we will be doing a workshop for the local Job Corp youth on interviewing and resumes. Best Practices and other good stuff I want to share: None at this time. Chapter requests for support or help from OSC: None at this time.

**Klamath Falls District – Jennifer: N/A**

**Lane County District – Dennis: N/A**

**Lower Columbia Chapter – Sharon:** Current events & news: Our membership is dropping off due to people losing or changing jobs, or relocating. We continue to reach out to surrounding communities, use SHRM and Chamber member lists, target larger employers, etc but it is a challenge. We have had some low meeting attendance and had to cancel one meeting this year due to extremely low registration. We notice that more general management and leadership topics are more popular than specific HR tops. Meetings topics March – September were: Employment Trends in Clatsop County. Oregon Healthy Kids Presentation. HR Round Table Discussion. NLRB Changes and What You Need to Know. Managing Complex ADAAA Decisions (half day workshop). HR Leadership. Coaching Employees Effectively. We have about half of our 2013 meeting topics and speakers scheduled so far. SHAPE initiatives & updates: We continue to use the SHAPE workbook as a guideline; this is a very helpful tool and we visit it regularly. We have done a lot this year, including: reviewed our bylaws (to be submitted to SHRM in October); worked on succession planning; participated in job fairs; presented to Job Corps students; participated in an event to assist in hiring Veterans; stepped up SHRM Foundation fundraising; held a half day workshop with a Bullard Law attorney presenting, and several other initiatives. We also plan a half day workshop on diversity in November. We received silver level SHAPE status for 2011 and will use the $750 check from NHRMA to pay travel costs for our 2013 President Elect to attend the SHRM Leadership Conference in November. Best Practices and other good stuff I want to share: None. Chapter Requests for support or help from OSC: We are having challenges with meeting attendance and membership and just ask for continued support and creative ideas.

**Mid-Willamette Chapter – Melissa:**

**Portland – Christina: N/A**

**Rogue Valley – Shannon: Chapter Name:** Rogue Valley SHRM. **Chapter current events & news:** Our revised bylaws, which we submitted in June, were approved by SHRM and ratified in September. We had an Open House at our September board meeting and recruited 5 new board members. We launched our electronic ballot for the 2013 Board of Directors, voting will be open through October 2nd. **SHAPE initiatives & updates:** N/A **Best Practices and other good stuff I want to share**: If you don’t already, consider holding an Open House for your chapter members to recruit new board members for the upcoming year. This was our 2nd year doing it and both years have been very successful. We held it at the same time as our regular board meeting, had our regular agenda, plus an agenda item to discuss open positions on the board, and had a mini orientation at the very end. **Chapter requests for support or help from OSC:**  Our chapter is once again considering charging different rates for non-members to attend our programs and I’m trying to get a better understanding of how this works if we’re a 100% chapter. Would love to get input from other chapters on how they handle this and how much they charge members vs non-members if they do.

**Salem Chapter – Barbara:** Current events & news: The PHR/SPHR study group we are partnering with OSPMA to provide kicked off on September 11. The group will be meeting once per week through December. Of the twenty-some participants, three are actual SHRMA Chapter members. We are in the process of meeting with Chapter members who have expressed an interest in serving on our board in 2013. Like Shannon mentioned on behalf of the Rogue Chapter in July, we too will be seeing some tenure leave our board and want to ensure we maintain a history of knowledge in our Chapter. Although Shauneen Scott will be stepping off as Past President, Shauneen and I are both committed to ensuring a smooth transition for the Chapter, and plan to support Scott Cantu who is gearing up to assume the role of Chapter President in January. (Does anyone really ever leave SHRM volunteerism????). Scott will attend the November Leadership conference. We are making final plans for our Annual SHRM Foundation Fundraiser and Networking Event to be held October 24 at Creek Side Golf Club in South Salem. We hope to see some of our State Council members at our event! We have a relaxing evening of Hors D’Ouevres and a no host bar planned, along with door prizes and a few silent auction items. All proceeds from the event will be donated to the SHRM Foundation. Invitations will be sent soon, and details will be included on our web site: [www.shrmsalem.org](file:///C%3A%5CDocuments%20and%20Settings%5CYoungg%5CLocal%20Settings%5CTemp%5Cnotes245BAF%5Cwww.shrmsalem.org)

Meeting Adjourned @ 2:00 p.m.

Next meeting: November 30, 2012 @ Eugene hosted by LCHRA Chapter.