



# ALASKA SHRM STATE COUNCIL



## Meeting Minutes

A meeting of the Board of Directors of the Alaska SHRM State Council (ASSC) was held on March 4, 2014, via teleconference.

| <u>Name:</u>               | <u>Position:</u>                  | <u>Present/Absent:</u> |
|----------------------------|-----------------------------------|------------------------|
| Nancy Miller, SPHR         | Director                          | Present                |
| Pattie Hickok, SPHR, GPHR  | Past-Director                     | Present                |
|                            | Director-Elect                    | Absent                 |
| Paul Bauer, Jr., MHR, SPHR | Anchorage Chapter President       | Present                |
| Teresa Brand-Sharpe, PHR   | Fairbanks Chapter President       | Absent                 |
| Jeanna Wittwer, PHR        | Juneau Chapter President          | Present                |
| Sonya Conant, SPHR         | Mat-Su Chapter President          | Present                |
| Anne Sakumoto, PHR         | Diversity Director                | Present                |
| Dr. Dave Rambow            | College Relations Director        | Present                |
| Ben Krisher, PHR           | Legislative Affairs Director      | Present                |
| Jeanne Haave, SPHR, GPHR   | Communications Director           | Absent                 |
| Ann Flister, SPHR          | Workforce Readiness Director      | Present                |
| Mary Hilcoske, CLM, SPHR   | Secretary/Treasurer               | Present                |
| Karen Zemba, SPHR          | SHRM Foundation                   | Absent                 |
| Patty Hickok, SPHR, GPHR   | Membership Director               | Present                |
| Kim McKinley, SPHR         | Professional Development Director | Absent                 |
| Sallie Stuvek, SPHR        | HRCI Liaison (new 2011)           | Absent                 |
| Diana Gould, CAE           | Pacific West Regional Director    | Absent                 |
| Lisa Snively               | NHRMA Director                    | Absent                 |
| Roxann Bale, CPP, PHR      | Workforce Readiness Co-Chair      | Present                |

### Call to Order:

Nancy Miller, ASSC Director called the meeting to order at 12 NOON.

### Meeting Minutes Approval

Dr. Rambow moved to approve the minutes with corrections. Seconded by Patty Hickok.  
MOTION APPROVED.

**Chapter Restructure** – Nancy explained – could mean only one state chapter; keeps changing, so not sure of all details. Did it in Hawaii; Dianna Gould says smaller chapters are excited about this; on back burner right now, but still on the table; are doing another state at this time and they want to see how things go now.

### Committee Reports





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### Treasurer Report

Bank balance as of 3/3/2014 - \$81,279.97

All tax information submitted to accountants for preparation of tax return due 5/15/14. Will work on acquiring a Square credit card processor for use with iPhone at conference. Nancy and Mary met with accountants in January; will continue to urge resolution of 501c3 status for 2010 and 2011 tax years.

**Communications** – Jeanne absent; Council Prospector Issue #1 for 2014 is in process; hopes to submit final proof soon (submitted all before went on vacation). Still ironing out 2014 publication date schedule. Did move one date back so can get State Conference article in.

**Workforce Readiness** – Ann and Roxann – Ann has been traveling ever since Strategic Planning Meeting, so not much action; hasn't yet connected with Roxann, but will have lunch in next few days and will divvy up tasks and have better report next month. Junior Achievement already proceeding this year. Ann will pick up the comments from Mr. Clark, the teacher, and share with all.

**College Relations** – Dr. Rambow – Has been in contact with UAS, which has a really interested faculty person who is head of his department Charla – very interested and will be in Anchorage for State Conference, so will meet her then; won't do anything until fall. UAA—is a lost cause, will have to regroup, get student interest, then find a faculty person who is willing to serve as a faculty advisor to get that program going; current person is not engaged. Hasn't gotten a UAF report back yet; they wanted to know if have to have 8 members – told them yes, then they will submit the paperwork.

Re competing in HR Games – Laurie McIntosh believes teams will be able to compete as registration process resulted in double booking of teams.

Meeting this Friday with Wayland chapter re upcoming Career Enrichment Conference on 3/29 – trying to get word out to students – comes with HRCI credit; trying to get enrollment up to 200. Free conference. Asking everyone to get the word out.

Re Anchorage campus – will finish up merit award application once we get confirmation they will attend conference (last thing we have to do). Will submit two names for Sharon Koss and Robert W. Denomy awards to NHRMA. Student chapter merit award is due 3/31. All done except what they haven't done yet, so will add those, then submit.

**Diversity** – Anne – Did Strength Deployment Inventory – she sent results to the Board. If anyone needs more information, let her know and she'll send what you need specific to your request.





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Anne is completing the membership diversity survey which closed on 2/25. She did share the results with Nancy and C'atrena Kendrick. Anne spoke with C'atrena last night and had a great conversation; she's very enthused and interested in participating further on the survey. Will talk again on Friday to see what the Anchorage chapter might be interested in doing. Would be interested in seeing if other chapters want to join that conversation on Friday at noon. Nancy thinks this is a great idea to get the other chapters involved. Ann would like to not use her company's bridge line, perhaps Skype or Facetime or Council bridge line. Is interested in receiving everyone's ideas.

Ann wants to compare survey results with information which may be on the SHRM site and also with the 2010 ASSC survey results. Had 95 responses; 15-20% return rate. Higher than 2010, which was 11%. Attributes mainly to ASSC reaching out to HR community members – seeing more online activity (webinars), etc. We are creating more of an organizational culture.

Board demographic survey – compared to 2013, the biggest difference (a good thing) is in the gender category – now have 27% male, 73% female; compared to 8%/92% in 2013. Everything else pretty consistent.

**Legislative Affairs – Ben** – getting ready to go to the Legislative Conference in two weeks, so will have more to report at next meeting. Going to be a busy year for legislative issues per State of Union address HR topics. HR is big topic right now. Is working with log-in info for the page to keep that updated; wants to do mini links while at conference and will write an article for the *Prospector* when he's back. Nancy encourages him to post things on LinkedIn while at the conference. He may be joined by someone named Sean – a young high school student – Laurie McIntosh's son from SHRM, who likes to link up with the Alaska delegation. Nancy will give him access to the website so he can update that page.

**Membership – Patty** - Established contact with Kim of ASHRM chapter; had webinar over weekend re how to prepare for chapter audit; walked her through Cvent, etc. For other chapters, in September or so, will do same as before – chapter campaign. Also for conference will be doing an audit re how many people registered for the conference were at-large members; then will have sign-up sheets prefilled so they can just sign the forms, then they can be linked up with the chapters. This worked really well last year, per Nancy – State conf is excellent opportunity to capture at-large members.

**SHRM Foundation** – Karen absent. Nancy: When at SHRM Summit, she attended a breakout session to try to get new fundraising ideas. Photo booths is one idea – one chapter rents them for \$100, then charges people to take photos during the conference; would take some research. She was also happy to learn there is a good possibility that the SHRM Foundation could be





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registered in the PFD pick/click/give program. The national director feels they may need to be registered with the State of Alaska. Nancy will send him the link to the registration so that he can see if we can get the SHRM Foundation on that list.

**HRCI Liaison** – Sallie absent. Nancy: At Summit, discussed changes to HRCI. Nancy encourages all Board members to take a look at the HRCI website (now you put in your email address to log in). Patty Hickok had some difficulty and encourages everyone to go in sooner than later to figure it out. Nancy encourages everyone to make sure whatever you had entered transferred over to the new system. Have been having difficulty getting people through the audit. Now, when you do your recertification submission, at that time they will let you know if you're going to be audited, not 6 months down the line. Also, there is a way for you to download your certificates so you can store them on the site for use if you get audited. If you go to a conference, check off sessions attended on summary sheet and upload with your registration form.

**Professional Development** - Kim not able to attend. Patty: Has all the webinars set up. Last one was extremely well received re OFCCP. Next one should also be well attended due to Strategic Credits. Just have to confirm with the speaker a few days before, then do the webinar.

### Chapter Reports -

**Juneau** – Jeanna – Charla and husband Brad have been good energy on the Board; Board has doubled in size. Planning a 7 AM function to see if can get more to attend the March meeting. Have tried lunch and evenings, so will try this now. Theme for year is to try to increase applicant pool, targeting college and high school students, focusing on what Millennials need.

Would also like to receive diversity information.

**Mat-Su** – Sonya – Have monthly meeting next Wednesday re Wounded Warriors Program by one of their members. Trying a number of fundraising ideas to raise more money; will have a bake sale at March meeting. Treasurer is going to be calling members in advance and also asking for other fundraising ideas. Exploring other meeting times; April meeting will be in the evening. Have a couple of new Board members and happy to have their new energy. Also trying to get Iditaroll donations. Dr. Rambow plans to attend Mat-Su and ASHRM meetings to pick up donations.

**Fairbanks** – Teresa absent.





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**Anchorage** – Paul - Email received stating ASHRM is 2013 SHRM Foundation Champion. Will not be at March meeting – will be in Texas; Molly will try to go in his place. Looking at new venue for lunches – Bear Tooth seats up to 200 people; open during the day; parking should be pretty good since we'd be arriving earlier than others; can do variety of lunch buffets; one difference is straight tables versus round tables. Also has a movie screen, so video and slide presentations will be easy to see. Will look at what Crown Plaza obligations are and see what it may cost us to get out of that contract.

Last Tuesday, started certification classes. 25 were in attendance last week and more are expected to come for this session.

ASHRM is starting preparation for its spring networking event, trying to tie in with ASHRM's 40<sup>th</sup> anniversary. Asking for photos from 1974-2014 to create a slide montage.

**SHRM Report** – Dianna not able to be on call. She sent us the March SHRM update which Nancy forwarded to all Board members and encourages everyone to look at all the good information it contains.

**Director Report** – State conference is 5/12-13. Will be sending out volunteer requests late this month—need people to work registration tables, speed networking event, etc. Encourages everyone to volunteer for more than one slot if possible. Per Patty, have 6 registration slots left; 208 people registered, including 9 students and volunteers. 16 exhibitors and sponsors, for a total of 234. Have taken in about \$80,000 in revenue. Bills will come later. Over 90% of registrations are already paid. Those not yet paid she has contacted and they will send checks, etc. Doing excellently and will get better. Great to have things going so well at this early stage.

**NANCY:** Report of Summit she just attended: 75 directors and directors-elect. Great keynote speaker – introduced a hack-a-thon. Did opening and closing session and was very popular. Possible keynote speaker for 2015 conference.

They were pushing SHRM education – preapproved credits; possible revenue stream for State Council, so maybe something to consider in year we don't have a conference. It's all done for you, we would just need to provide the venue and do the advertising.

Membership – use e-blast. Can send an e-blast through SHRM to all Alaska members for membership or any other purpose.

There will not be a volunteer leader briefing at national conference this year, but will be something in its place. No summit next year. Will replace it with events at the annual and





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leadership conferences, so budget-wise it's good for us. Are increasing their focus on students and young professionals, reaching out to the younger generation.

**Adjournment:**

The meeting was adjourned at 1:01 pm.

**Prepared by:**

Mary Hilcoske, Secretary /Treasurer

