



ALASKA SHRM STATE COUNCIL



Meeting Minutes

A meeting of the Board of Directors of the Alaska SHRM State Council (ASSC) was held on October 7, 2014, via teleconference.

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

Call to Order:

Nancy Miller, ASSC Director, called the meeting to order at 12:01 PM.

Meeting Minutes Approval

Jeanne Haave moved to approve the October meeting minutes with corrections; seconded by Dr. Rambow. MOTION for approval APPROVED with changes.

President Report – New Social Media Director position proposed. We do have someone in mind: Melanie Sauafea. She is very passionate about social media, thinks she will be able to do a lot with it. Will also help out with the website. Would be a great addition. Re job description: Ann Flister – looks great. Did not have a chance to compare it to current Communications Director position description – are they duplicative? Nancy: Will need to review the Communications Director job description. She would like to have both directors





ALASKA SHRM STATE COUNCIL



work side by side. Social Media Director would include Facebook account and Communications Director will work on *Council Prospector*, on which Jeanne Haave has put in long hours. Jeanne thought all Council members should have access to post to Facebook page that were relevant. She has enjoyed posting there. Nancy: This will not change. Probably depends upon who will succeed her as Communications Director, as to whether they are willing to do Facebook. Nancy: does not see others posting on Facebook. This new position will also assist the chapters with their social media. Melanie knows it inside and out; will not have to train her. She can teach us a lot and help us with what we should be posting, working with other council members as to what information they may want to post. Patty Billingsley found this position description on SHRM website, so this tells her that other chapters and state councils have this type of dedicated position. Karen Zemba moved and Patty Hickok seconded adding the position to the Board. APPROVED.

Committee Reports

Treasurer Report – Mary Hilcoske - Bank balance as of 10/7/14 is \$69,186.36. All recently received invoices received have been paid today. Now that I am back from vacation, will set up meeting with Denali Credit Union to discuss investment options, then present options to the Board.

Communications – Jeanne Haave – Deadline for last 2014 issue of Council Prospector is October 15. She sent an email out to all the State Council board members and Anchorage chapter board members as well. Has one article so far from someone out of state (SHRM Senior Advisor for Public Relations) entitled “Outlook of Tax Reform as it Pertains to Retirement Plans.” Nancy will also have some photos for the Reentry program.

Workforce Readiness – Ann – Ann informed the group that Roxann Bale needed to step down from her Co-Chair position at this time. Re ongoing activities: Junior Achievement – believe will be called to present a session at Central Middle School, but they have not been in contact with us yet, but still interested. Ann will not be able to attend the Women’s Summit this year; have not been asked to participate. Are now charging \$100-\$105 this year for 1 ½ days on 10/16-17. If anyone else can attend, she would recommend it. Re Veteran Job Fair on November 7, are planning to provide some job searching workshops and coaching at the job fair from 10-3. Will be getting information out after meeting with the Department of Labor folks. Did not have any participation from military members at September event, although we had ASSC volunteers. Will brainstorm about how to improve participation.

College Relations – Dr. Rambow – Not much to report. Attended the NHRMA conference, and was on hand as Rachel Sadler accepted the Robert Denomy award. Rachel was also the WBU graduation student speaker last week. Still following up on emails with UAA; would like to get





ALASKA SHRM STATE COUNCIL



that done before the end of December so can transition with the new College Relations Director with that chapter on board. Is doing a transition binder for the next director. Next WBU chapter meeting is October 18 from 9:30-10:45 AM.

Diversity – Anne – Absent.

Legislative Affairs – Ben (absent) –

-I'm still working on the exact date for a visit. Senator Murkowski's staffer determined the Senator would likely not be available on the 21st, so she is checking again and is planning on getting back to me this week. I will send an email to everyone as soon as I have a date/time.

-There's a new website up for public policy and advocacy: <http://www.advocacy.shrm.org/> - it lets you track issues, check on SHRM's positions, and send communication directly to our Legislators. It's designed with the A-Team in mind, but anyone who is interested in legal policy should check it out.

-Last meeting there was a question about whether SHRM had taken a stance on something called the Federal Gainful Employment Act. Dianna Gould put me in touch with a SHRM contact who confirmed that they have not taken a position on this issue.

Membership – Patty Hickok – Already sent out a mass mailing to everyone on the membership list and were able to get quite a few members in Anchorage and Fairbanks and a couple from Juneau. Was thinking of sending another paper-based mailing in early November, once she knows how many came back. It will be interesting to see how much improvement we see and to know whether we will need to do more. Want to have the increase in order to get the Platinum Award. Fairbanks has over 50 at-large members, so will continue working on that. Can we have forms at the ASHRM Fall Networking Event this Wednesday? Patty will have Kimberly check to see who in attendance is not on a chapter membership list.

SHRM Foundation – Karen - Was looking at the SHAPE goals for the Foundation and it looks like the goals are done. The SHAPE requirement for Board donations has changed to encouraging rather than requiring them. This was completed at our strategic planning meeting early this year. She doesn't know who on the Board has donated. Wants to remind everyone to send in a donation if not already done. For ASHRM Fall Networking event, Dr. Rambow indicates they will make the same donation as last year: cost of one WBU course. Let Karen know if anyone else has a donation for the silent auction. Karen has changed jobs; new email address is kzemba@colaska.com.

HRCI Liaison – Sallie – At the NHRMA conference, Dianna Gould provided an update on the new SHRM certification. If you do have an existing designation, you can apply through SHRM to receive one of their two certifications. State councils and chapters can qualify as preferred providers to have programs receive certification credits. Do have a \$500 scholarship available with deadline of November 1 for people looking at certifying. Application is on State Council





ALASKA SHRM STATE COUNCIL



website and she will send it as a link in the email she will send out. Karen will mention at ASHRM Networking Event.

Professional Development - Kim – Absent. Next webinar is on October 17 on Legal Update; preapproved for one hour of general HRCI credit.

Chapter Reports:

Juneau – Jeanna – Absent.

Mat-Su – Sonya – Monthly meeting is on Wednesday; Dr. Rambow will present and are also holding elections. They are seeking people for several positions. They have three new members, the information for whom she will forward to Patty Hickok.

Fairbanks – Marianne – (Per Sallie – Have set a calendar of meeting topics for this year, ending in May 2015. Meeting downtown at Mt. McKinley Bank on the third Thursday of every month. Looking at doing a half-day workshop, but will also promote the state conference, of course, and not be in conflict with topics. Very interested in possibility of merging some of the chapters in the state to avoid the duplication of effort.

Anchorage – Ca'Trena filling in for Paul – Fall Networking Event and Silent Auction is tomorrow. Also currently working on the upcoming Board elections.

SHRM Report – Dianna Gould (absent) -

PW Region State Council October 2014 SHRM Update:

- **SIGN UP NOW for PREFERRED PROVIDER PROGRAM** – Your State Council & Chapters can now sign up to be a Preferred Provider for the new SHRM Certification. Go to: <http://forms.shrm.org/forms/shrm-preferred-provider-registration-chapters>. **Signing up takes less than 2 minutes and remember it costs you nothing!** All SHRM State Council & Chapter Preferred Providers will be highlighted at the Volunteer Leader Summit and we want as many of our chapters and state councils from the Pacific West Region showcased.

For any questions about the Preferred Provider program please go to:
<http://www.shrm.org/Documents/SHRM%20Preferred%20Provider%20Guide.pdf>.

- **SHRM CERTIFICATION STATE COUNCIL & CHAPTER INCENTIVE:** In addition to the State Council Support Payment (\$1/SHRM Member) & the Chapter Financial Support Payment (\$25/SHRM Member/year for 100% Chapters) you currently receive from SHRM, SHRM will be offering an incentive to State Councils and SHRM Chapters. Chapters will receive \$20/chapter member who obtains a new SHRM Certification (either a SHRM-CP or a SHRM-SCP) in 2015 and 2016. Example – Anchorage Chapter has 95





ALASKA SHRM STATE COUNCIL



members who obtain their SHRM certification from January 5, 2015 – December 31, 2015. $95 \times \$20 = \$1,900$. The \$1,900 will be payable to the Anchorage Chapter in Q1 2016. State Councils will receive \$10/SHRM/year for SHRM At-large members in their state. Any questions, please contact Dianna at Dianna.gould@shrm.org.

- **VOLUNTEER LEADER SUMMIT** – Chapter Presidents: it is not too late to sign up for the Volunteer Leader Summit in WA D.C. Nov.20-22, 2014. Deadline for signing up is Oct. 27. Go to <http://conferences.shrm.org/volunteer-leaders-summit> to register. Even if you think you might be going sign up for your hotel room (you can always cancel it at no cost).
- **DECEMBER 1, 2014** – On or before December 1, 2014 is the date that all your state council (SCLIF) and chapter leader information (CLIF)-your board of directors-should be submitted. If your officer terms follow the calendar year (i.e. start January 1) the Chapter Leader Information Form link under “Dates & Deadlines” at www.shrm.org/vlrc.

BUDGETING FOR 2015? - State Council Directors and/or Director-Elects and State Council Certification Directors will be invited to attend the SHRM Business meeting Feb. 6-7, 2015 in Florida. Be on the lookout for your invitation. Complimentary registration will be provided but hotel and transportation will be the responsibility of the attendee.

DIRECTOR REPORT – The American Payroll Assn is having their conference on Monday, October 20 at the Alaska Native Heritage Center. If you are on the State Council and interested in attending, they will let you attend for free. If interested, contact Nancy as there is a different way of registering. Reciprocating may be something to keep in mind for our 2015 conference.

Adjournment:

The meeting was adjourned at 12:52 pm.

Prepared by:

Mary Hilcoske, Secretary /Treasurer

