



# ALASKA SHRM STATE COUNCIL



## Meeting Minutes

A telephonic meeting of the Board of Directors of the Alaska SHRM State Council (AKSSC) was held on April 4, 2017.

<u>Name:</u>	<u>Position:</u>	<u>Present/ Absent:</u>
<u>Anne Sakumoto, PHR, SHRM-CP</u>	<u>Director</u>	<u>P</u>
<u>Nancy Miller, SPHR, GPHR, SHRM-SCP</u>	<u>Past Director</u>	<u>P</u>
<u>Ben Krisher, PHR, SHRM-CP</u>	<u>Director-Elect</u>	<u>P</u>
<u>Emi Aubertine, PHR, SHRM-CP</u>	<u>Secretary/Treasurer</u>	<u>P</u>
<u>Ann Kjera, SPHR, SHRM-SCP</u>	<u>Anchorage Chapter President</u>	<u>P</u>
<u>Marianne Guffey, SHRM-CP, PHR</u>	<u>Northern Alaska SHRM Chapter President</u>	<u>P</u>
<u>Sonya Conant, SPHR</u>	<u>Mat-Su Chapter President</u>	<u>A</u>
<u>Chad Brown</u>	<u>Southeast Alaska Chapter President</u>	<u>P</u>
<u>Molly Webb, PHR, SHRM-CP</u>	<u>Certification Director</u>	<u>P</u>
<u>Dr. Charla Brown</u>	<u>College Relations Director</u>	<u>P</u>
<u>Ann Flister, SPHR, SHRM-SCP</u>	<u>Communications Director</u>	<u>P</u>
<u>Patricia Mitchell, SPHR, SHRM-SCP</u>	<u>Diversity Director</u>	<u>P</u>
<u>Dr. David Rambow</u>	<u>Foundation Director</u>	<u>A</u>
<u>Ben Krisher, PHR, SHRM-CP</u>	<u>Legislative Affairs Director</u>	<u>P</u>
<u>Patty Hickok, SPHR, GPHR, SHRM-SCP</u>	<u>Membership Director</u>	<u>P</u>
<u>Nancy Miller, SPHR, SHRM-SCP</u>	<u>Past-Director</u>	<u>P</u>
<u>TJ Alinen, SPHR, SHRM-SCP</u>	<u>Professional Develop. Director</u>	<u>A</u>
<u>Nancy Miller, SPHR, GPHR, SHRM-SCP</u>	<u>Social Media Director</u>	<u>P</u>
<u>Patty Hickok, SPHR, SHRM-SCP</u>	<u>Workforce Readiness Director</u>	<u>P</u>
<u>Dianna Gould, CAE</u>	<u>Pacific West Regional Director</u>	<u>A</u>
<u>Roshelle Pavlin, SHRM-SCP, SPHR</u>	<u>MAC Representative</u>	<u>A</u>

### Call to Order:

Anne called meeting to order at 12:00pm

### Meeting Minutes Approval –

Nancy Miller motions to approve March 2017 meeting minutes. Ben Krisher seconds.

Discussion: Anne is working on reformatting the minutes to show voting members of the Board. No opposition. Motion passes.





## ALASKA SHRM STATE COUNCIL



### **Committee Reports:**

**Treasurer Report (Emi Aubertine)** –The balance of the FNBA account is \$176,000. The Wells Fargo balance is approximately \$27,000. Our 990 tax filing is due May 15, 2017. We will be gathering all the information needed to file. If we need additional information, we will be emailing the board members.

**Social Media (Nancy Miller)** – I want to send a big thank you to everyone for volunteering at our upcoming State Conference!! It is really going to be an amazing event!!

I have been keeping up with our Facebook posts including Patricia's Diversity Nuggets. We have 601 likes on our Facebook page and 283 followers on LinkedIn. Please feel free to forward any interesting HR news or chapter events to me. I will be happy to share them on our page!

NHRMA is highlighting our HR volunteer leaders on our Facebook page. We want to hear from all of you! Here are three questions to answer and send to our NHRMA Communications Director:

- *What do you do to help unwind from the stress of working in HR?*
- *What advice would you have for someone entering the HR profession?*
- *In your opinion why should someone come to the NHRMA conference in September?*
- *Send 2 photos of you enjoying life.*

You can send your answers and photos to me or Karlina Christensen at [kchristen@Salem.gannett.com](mailto:kchristen@Salem.gannett.com). I would love to see our Alaskan volunteer leaders represented on the NHRMA page!! If you do not follow NHRMA on Facebook, you should. There have been some great HR leaders highlighted with some fun and entertaining photos!

**Workforce Readiness (Patty Hickok)** – Thank you for the volunteers that helped with the Employment First Job Fair on Friday, March 31. I will be attending the Kids to College program at Clark Middle School. I will be speaking Spanish to the Spanish speaking students. We still need volunteers for Junior Achievement. If you are concerned, don't be. Everyone is paired up so no one is having to conduct a session on their own.

**College Relations (Dr. Charla Brown)** – UAS and UAF attended the Student Case Competition in Portland. UAS came in thirteenth and UAF came in second. The five members of the UAF student chapter will be leaving in May and they are looking to boost membership because you need at least two members to be a chapter.





## ALASKA SHRM STATE COUNCIL



**Diversity (Patricia Mitchell)** – We are looking to roll out a diversity survey to our chapter members. Last time we did it was 2014. It gathered professional information from chapter members. The questionnaire itself is 33 questions. We can use it to compare to the last survey regarding demographics and attitudes and to get feedback from our members on what the State Council could do to support our HR community. We do not have an initial roll out date yet. The plan is to keep it open for three weeks. There is an expense for the survey tool and we have meetings next week to discuss the survey cost and roll-out plan. Does the State Council support moving forward with the survey and possible expense.

**Ann Flister motions to approve moving forward with discussing a Diversity Survey. Ben Krisher seconds. Discussion: Patty:** Last time we did survey there were no surprises or new feedback about how the State Council was operating. **Anne:** The results showed a difference (increase) in education levels, generation demographics shifted and input from attendees appreciating when the luncheon participants were more inviting. **Ben:** The first time survey is a baseline and follow-up survey was a data point. As we do other surveys we get more information. They are beneficial. **Dr. Charla Brown:** What is the overall reason for the survey? Is it a perception survey? **Patricia:** Not only is it a survey, but the membership has an opportunity to provide additional feedback. **No opposition. Motion passes.**

**Ben Krisher motion to allocate \$500 (not to exceed) from the budget to pay for a survey. Patricia Mitchell seconds. No discussion. No opposition. Motion passes.**

**Legislative Affairs (Ben Krisher)** – March Legislative Conference focused on healthcare and workplace flexibility. Kelly Stiles from Unalaska did a great blog on her time while in Washington. It is posted to the State Council's social media site.

**SHRM Foundation (Dr. Dave Rambow)** – (Not present to report)

**Communications (Ann Flister)** – The March (Vol. 1, 2017) issue of the Council Prospector is late due to a variety of reasons. There was definitely a learning curve with this being Ann's first issue in the Communications Director role. The publishing company said that it was mailed on March 22 and that it could take up to 14 days for bulk mail to work its way through the postal system. Please email Ann when you receive the current issue and definitely let her know if you do not have it by April 7.

Content for the next issue is due to Ann by May 19, for a street date of June 23.

**Membership (Patty Hickok)** – The State conference has 30 registrants who will become members at the time. There are still volunteer opportunities available.





## ALASKA SHRM STATE COUNCIL



**Certification (Molly Webb)** – Discussions are continuing in regards to a virtual study group for certification between WA, OR and AK. In 2017 SHRM released their own virtual study course and we are exploring both options to discover what would be feasible and helpful to our members. This year because of the timing of members' initial certification, SHRM's focus is communication on re-certification. There is a financial incentive being offered for chapters and state councils for the members who recertify in 2017.

**Professional Development (TJ Alinen)** – We had approximately 75 participants on the March 2017 webinar program presented by Jennifer Spence with Alliant Employee Benefits. The program on Wellness was well received and enjoyed by our membership.

The April webinar programing is still pending. I am having difficulties setting up programing with the Northwest ADA Center. I had a practice run scheduled with David Barton. If you have any program ideas, please let me know!

I have also attempted to contact Identity. Inc via the [info@identifyinc.org](mailto:info@identifyinc.org) email address a couple of different times to see if they would be interested and available to conduct a webinar program. If anybody has the name of a contact there, please let me know. I may call or attempt contact via Facebook. I will keep trying and update you if successful.

We have the following webinar programs lined up:

**April 28, 2017:** Dave Barton, "Embracing, Building, and Maintaining a Diverse Workforce That Is Inclusive to Disability: Some Language & Etiquette Tips including ADA-related Workplace Resources for HR Managers and Supervisors"

**September 22, 2017;** Internet/Cyber Security & Phishing for HR Professionals, Courtney Targos – FULLY CONFIRMED

**October 27, 2017;** HR Department of One, Diana Gould – FULLY CONFIRMED

**November 17, 2017;** The Real Deal on Form I-9, Dave Basham with Department of Homeland Security – FULLY CONFIRMED

January 19, 2018; 401(k) Fiduciary Responsibilities, Mike Brown, Clear Point Financial – TENTATIVE CONFIRMATION

**February 16, 2018;** When Violence Shows Up at Work, Steve Hinds, Hindsight – FULLY CONFIRMED





## ALASKA SHRM STATE COUNCIL



### **Chapter Reports:**

**Southeast Alaska (Chad Brown absent; report by Dr. Charla Brown)** – Will be conducting the first board meeting and Dianna will be conducting board mentoring. We are planning on one event before the summer break.

**Mat-Su (Sonya Conant absent)** –

**Northern Alaska SHRM (Marianne Guffey)** – Attended the Civilian Military Job Fair. Was not able to man booth full time, but left materials at the table for pick up. NASHRM's monthly meeting moved to 4/13 at 11:45am to accommodate speaker, Gregory Fisher. Patty Hickok is assisting with NASHRM's chapter website. Marianne may have to resign as President and is looking into succession planning.

**Anchorage SHRM (Ann Kjera)** – Last board meeting decided to put together a diversity training. The focus will be on non-traditional diversity (like transgender and prisoner reentry). Preparation course is going strong and will be submitting an article to next Council Prospector. There will a networking event coming up at the museum.

**SHRM Dianna Gould's report - See Attached Report**

**MAC Report (Roshelle Pavlin absent)** –

**Past Director (Nancy Miller)** – Conference is coming along. Thank you for volunteering. Still have some spots open.

**Director's Report (Anne Sakumoto)** – We submitted our SHAPE and Excel Award Application and documentation before the deadline. Will update the chapter on SHRM's decision and outcome. *[Note: There were difficulties in the SHRM Conference Bridge Line. Anne sent an email to Kim Goodwin and will follow-up after the meeting. Many thanks to Patty Hickok for her responsiveness in providing a bridge line alternative].*

**There were no other comments.**

### **Adjournment:**

**The meeting was adjourned at 1:02 pm.**

**Prepared by:**

**Emi Aubertine**

**Treasurer/Secretary**

