



# ALASKA SHRM STATE COUNCIL



## Meeting Minutes

A telephonic meeting of the Board of Directors of the Alaska SHRM State Council (ASSC) was held on February 1, 2016.

<u>Name:</u>	<u>Position:</u>	<u>Present/Absent:</u>
Anne Sakumoto, PHR, SHRM-CP	Director	P
Nancy Miller, SPHR, SHRM-SCP	Past-Director	P
Michael Ward, SPHR, GPHR, SHRM-SCP	Anchorage Chapter President	P
Russell Black	Mat-Su Chapter President	A
Vacant	Juneau Chapter President	
Sallie Stuvek, SPHR, SHRM-SCP	Fairbanks Chapter President	P
Patricia Mitchell, SPHR, SHRM-SCP	Diversity Director	A
Dr. Charla Brown	College Relations Director	P
Ben Krisher, PHR, SHRM-CP	Legislative Affairs Director	P
Patty Hickok, SPHR, GPHR, SHRM-SCP	Communications Director	A
Ann Flister, SPHR, SHRM-SCP	Workforce Readiness Director	P
Emi Aubertine, PHR, SHRM-CP	Secretary/Treasurer	P
Dr. David Rambow	SHRM Foundation	P
Patty Hickok, SPHR, GPHR, SHRM-SCP	Membership Director	A
TJ Alinen, SPHR, SHRM-SCP	Professional Develop. Director	P
Molly Webb, PHR, SHRM-CP	Certification Director	P
Vacant	Social Media	
Dianna Gould, CAE	Pacific West Regional Director	P
Mike Letizia	MAC Representative	A

### Call to Order:

Anne called meeting to order 12:03pm

### Meeting Minutes Approval –

Sallie motions to adopt. Ann seconds. No discussion. No opposition. Minutes approved.

**Update on HR Academy –** Nancy Miller – Academy is sold out at 86 attendees. Anne Sakumoto, Patty Hickok and Nancy Miller worked hard to put everything together. All speakers are confirmed. There will be six participants per table with 14 tables to be set up. All presentations will be loaded up on the computer and ready to go. All volunteer spots are filled.

### Committee Reports:





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**Treasurer Report** – Emi Aubertine - Total Assets are at approximately \$110,000. It is a combination of \$85,000 in FNBA and \$25,000 in Wells Fargo Investments. NHRMA \$1,000 stipend contribution check was deposited.

**Communications** – Patty Hickok – Absent – Posted deadlines for Council Prospector. Deadline is February 5<sup>th</sup> for any articles in the March edition.

**Workforce Readiness** – Ann Flister - Project SEARCH update. March 9 expo event is a reverse job fair. Students set up a booth and employers come around to visit. Anne S. and Ann F. will attend steering committee meetings. Project SEARCH is looking to expand statewide and include the Northern Alaska and Southeast chapters. DOL Rapid Response Team mission and funding is for displaced workers of a layoff or RIFF. Statewide program so it would be a good monthly webinar subject and get an article into the Council Prospector.

**College Relations** — Dr. Charla Brown – UAF student chapter supply drive collected 8 boxes of supplies in conjunction with Fairbanks North Star Borough. Iditaroll drive for Beans Café deadline is March 31<sup>st</sup>. Will accept toilet paper or cash/check donation. Wayland Baptist met with Alaska Career College to create a combined student chapter. UAS virtual student chapter is coming along and Dr. Brown will have more info at March board meeting.

**Diversity** – Patricia Mitchell – Absent - Beginning in February, Diversity Nuggets will be posted on Facebook and LinkedIn. I have registered to participate in the Employment Job Fair on Feb. 19<sup>th</sup> at the University Center. It is from 10 – 2. Action Item: Request that State Council members volunteer to spend some time there even if you can't stay the entire time.

**Legislative Affairs** – Ben Kirsher - A-team Update: We have 37 members of the A-Team – one Captain and 36 Advocates. I'd like to see an increase of 20% this year – that's just 8 people. Most of our board is currently on the A-Team but we do have a few members who are not – I'll be sending around an email to those folks with more information and to make the case for signing up. Michael Ward said all Anchorage board members will become members of the A-Team. It was confirmed you do not have to be a SHRM member to be on the A-Team. Board members will be taking A-Team initiatives in their offices and get non-SRHM members signed up.

SHRM Legislative & Employment Law Conference – week of March 13<sup>th</sup>

**Membership** – Patty Hickok – Absent





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**SHRM Foundation** – On January 19, after the Anchorage SHRM chapter luncheon meeting, I spoke with Ms. April Park, co-chair for the chapter SHRM Foundation. We plan to meet in February to discuss opportunities and means to communicate SHRM Foundation programs, grants, and scholarships to chapter members. On January 21, I conducted telephone conversations with Ms. Allison Samis, Associate Development Specialist, SHRM Foundation. The purpose of the conversation was to coordinate SHRM Foundation promotion needs for the local chapters with the State. In addition, Ms. Samis shared some ideas to increase awareness of the SHRM Foundation and to increase contributions. Lastly, on January 22, I and three student chapter leaders, Anchorage Campus, (Ms. Sarah Peters, President; Ms. Rachel saddler, Vice President; and Ms. Ashely Horen, Secretary) met with the President of Alaska Career College (ACC), Ms. Jennifer Deitz, and ACC Campus Director, Ms. Linda Strue. The student chapter leaders extended an invitation to the students enrolled in the ACC Human Resource Management Associates Degree program. They further offered to pay the first year SHRM student membership for any students interested. In February, the students will follow-up with their offer.

As a request, I ask that members of the Alaska SHRM State Council send me an email when they made their individual contribution to SHRM Foundation. No amount needed, just confirmation the donation was made.

Last year, SHRM store contacted Council Directors to give away books the store is no longer carrying. The idea was to do a fundraiser using the books. The idea was to put a basket together of the eight books and if HR Academy participants make a donation to SHRM Foundation they get into a drawing for the basket of books.

**Certification** – Molly Webb - February is the last month for the testing window for the SHRM CP/SCP exam. The pass rates for the first testing window was: 69% pass for CP and 53% pass for the SCP. Molly is finalizing details for the SHRM “Why Certify” event on March 7 11:30am – 12:30pm, Alex from SHRM National will be attending. More information to follow.

Recently, it was discovered that there is not a testing center in Fairbanks for the CP/SCP. There is not testing center outside of Anchorage for CP and SCP testing. SHRM is aware of the issue and we will be talking through this over the next several months to see what other options might be available for test takers. Anchorage does have a testing facility, so if anyone in Fairbanks is planning on sitting for the exam, they will need to plan on testing in Anchorage.

**Professional Development** – TJ Alinen – February webinar ERISA had 86 people attend. Spring webinars are just about complete. June 10<sup>th</sup> is the best time to do the DOL Rapid Response webinar. Summer in Alaska is not a successful time for webinar participation. Fall classes are





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tentatively schedule for Sept, Oct and Nov. A recap of Neal Fried's economic forecast is one webinar that is coming together for the Fall. If you have any webinar ideas, please contact TJ.

### Social Media – Vacant

### Chapter Reports:

**Juneau – Vacant** - Dianna requested a contact in Juneau so they could get credited for their 2015 SHAPE contributions.

**Mat-Su** – Russell Black - Absent

**Fairbanks** – Sallie Stuvek – Board meeting on Feb 4<sup>th</sup> Strategic plan meeting. Filed for HRCI and SHRM professional development credits for their monthly meetings. SHAPE was filed.

**Anchorage** – Michael Ward – January 15 strategic planning meeting was successful. Webmaster position was filled. There was a disconnect in handoff of duties. Each chair is creating SOP's for the position for easier transition. Certification classes begin in March.

### Dianna's report:

**WORKFLEX & SMALL BUSINESS GUIDE:** The Workflex and Small Business Guide is now available! This Guide is for employers with small staff or individual teams who want to rethink how they approach workplace flexibility. Includes tips, case studies and practice advice. Provides advice on how to use workflex to leverage limited resources; provide more work-life fit to employees; boost productivity and retention; and guidance on talking to resistant leaders. Includes sample flexibility and PTO policies.

To view and download the guide click here:

<http://www.whenworkworks.org/downloads/workflex-and-small-business-guide.pdf>

To see all of our Workflex Guides click here: <http://www.whenworkworks.org/be-effective/guides-tools/workflex-guides>

**SHRM CERTIFICATION:** Join your fellow SHRM Certified HR Professionals - **88,000**. Since the Certification Pathway no longer exists, in 2016, we can focus on the many thousands of SHRM certified folks who need quality recertification opportunities! Now is the time to plan your programming around the SHRM BoCK! If you need help, contact [Dorothy.Knapp@shrm.org](mailto:Dorothy.Knapp@shrm.org). We will find you a mentor to get you started! And check out the many new resources to help you market your programs in the Certification section of the VLRC! So, Happy New Year and let's get started! Put February 10th at 4pm on your calendar for the first Certification CLA webcast of the year! **State councils and chapters may offer certification preparation and/or recertification credit for legacy certifications in 2016, if needed.**





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Although the marketplace is moving toward SHRM certification as the current standard for the HR profession, we understand this flexibility will ease the transition.

**DATES & LOCATIONS FOR THE 2016 STUDENT SUMMIT EVENT:** Need your help in working with the local student chapter advisors and students and getting them signed up to attend either the central or western 2016 student summit. The Eastern event has hit maximum # of team who can compete. Individuals can still attend just the conference portion of the summit. The following are the dates and locations for the three events:

- East Event - Atlanta, GA - March 4-5, 2016
- Central Event - Omaha, NE - April 1-2, 2016
- West Event - Salt Lake City, UT - April 29-30, 2016

We know that many of our SHRM professional chapters and state councils already provide direct financial support to one or more student chapters, enabling students to attend the 2016 Summits. To ensure your affiliate is recognized for these efforts, please complete the 2016 SHRM Student Case Competition and Career Summit [Affiliate Direct Support Program Form](#). **You will be recognized on the event website and at each of our events.** For more information please go to the [Sponsorship page](#).

**Below is a list of some of the most current things we are doing for you; our valued volunteer leaders and members:**

### **Time Sensitive Core Leadership Area webinars:**

- 2/10 – 4 p.m. ET – [Certification CLA Webinar](#)
- 2/17 – 4 p.m. ET – [Foundation CLA Webinar](#)
- 2/18 – 4 p.m. ET – [Government Affairs CLA/A-Team Webinar](#)

**SHRM 2016 ANNUAL CONFERENCE: Join Us at the SHRM Annual Conference at an exclusive Volunteer Leader Discounted Rate** - Planning to attend SHRM's Annual Conference and Exposition this year in Washington D.C. June 19 - 22? In appreciation for your hard work as a volunteer for SHRM, we are pleased to offer a **discounted rate of \$1,215**. This is the lowest individual rate currently available. Take advantage by April 8th and we'll see you in D.C.! If you have already registered, call Member Service and they can refund the difference. Sunday June 19<sup>th</sup>, the volunteer leader conference will take place. Time has not established.

**CHAPTER AFFILIATION STANDARDS: The SHRM Board of Directors has postponed the 51 percent affiliation requirement for all SHRM chapters.** The Board recognized the challenges chapters were having in meeting this affiliation requirement and heard the concerns raised through the Membership Advisory Council. The Board will periodically review chapter







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affiliation, and the SHRM Field Services Team will continue to assist you in meeting your membership acquisition and retention goals.

### **2016 SHAPE REPORTING FORM - SHAPE & Excel Awards Streamlined for 2016**

Introducing the new and improved 2016 SHAPE and Excel Awards. Your feedback is important to us and we made some changes! We have separated the SHAPE and Excel programs and made both lighter administratively. Please check out the [SHAPE and Excel Center](#) to see the Planning Documents, recorded webinars, FAQs and Worksheets. **“Chapter in Good Standing” continues as a SHAPE requirement.** Note that to meet the good standing requirement in 2016, state councils must hold a minimum of two meetings per year and chapters must hold a minimum of four meetings. These meetings may be virtual or in-person.

**E-BLAST PROGRAM: To assist chapters that do not otherwise qualify for the existing SHRM e-blast program, in 2016 we are launching a Chapter Promotion E-Blast Program.** Chapters may request that SHRM send two e-mails per year on their behalf, promoting chapter membership and an event of the chapter's choice to at-large members. This program will provide access to SHRM's at-large community, while recognizing the privacy and other concerns surrounding the sharing of SHRM member e-mail addresses.

**MEMBERSHIP - Why Join a Chapter?** SHRM has created a "Why Join a SHRM chapter" video that you can use to show prospects, post on your website, etc. It will be posted on the VLRC soon, but for now, find and [download it here](#). Password: shrm

**Volunteer Leader Resource Center** – New look and feel for 2016. For a sneak preview go to <http://community.shrm.org/vlrc2/home>

### **SHRM SUPPORT TEAM:**

Kim Goodwin, PW Member Engagement Associate ([Kimberly.goodwin@shrm.org](mailto:Kimberly.goodwin@shrm.org)) 1-703-535-6316

Dianna Gould, SHRM-SCP, CAE, PW Field Services Director ([Dianna.Gould@shrm.org](mailto:Dianna.Gould@shrm.org)) 1-703-535-6267

**MAC Update** – SHRM intends to have the MAC reps once again conduct a best practices sharing session like we did in Miami and this gives all the state councils an opportunity to brainstorm and share successful practices and products/services.

We will also be asking State leaders about current issues of concern and any obstacles they are currently facing, so this is a good meeting to provide you as much information as possible that you can bring to the meeting.

**Past Director** – Nancy Miller – No update





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**Director's Report** – Anne - Calendar will be sent out in the next couple of weeks. The HR Academy has been the focus and taking up a lot of time, but after that is finished you should see that email.

There were no other comments.

**Adjournment:**

The meeting was adjourned at 12:59 pm.

Prepared by:

Emi Aubertine

Treasurer/Secretary



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