



ALASKA SHRM STATE COUNCIL



Meeting Minutes

A telephonic meeting of the Board of Directors of the Alaska SHRM State Council (ASSC) was held on March 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
Vacant	Director-Elect	-
Michael Ward, SPHR, GPHR, SHRM-SCP	Anchorage Chapter President	A (Ann Kjera – 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	P
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	HRCI Liaison	-
Vacant	Social Media	-
Dianna Gould, CAE	Pacific West Regional Director	A
Mike Letizia	MAC Representative	P

Call to Order:

Anne called meeting to order 12:02pm

Meeting Minutes Approval –

Sallie Stuvek motions to adopt. Emi Aubertine seconds. No discussion. No opposition. Minutes approved.





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Committee Reports:

Treasurer Report (Emi Aubertine) - Total Assets are at approximately \$104,000. It is a combination of \$79,000 in FNBA and \$25,000 in Wells Fargo Investments. 2nd NHRMA \$1,000 contribution check was deposited in February. Currently have four outstanding checks that have not been cashed. One check that is outstanding is a check to SHRM for \$3,355 for new members during the NHRMA conference. Patty H suggested Alaska State SHRM Council cut the check to SHRM and receive the reimbursement for 17 new SHRM members and 2 renewals through the HR Academy.

Communications (Patty Hickok) - Absent

Workforce Readiness (Ann Flister) - Enlisted 2 volunteers for the Alaska Academic Decathlon Feb 25/26. They are looking for more volunteers for the April international competition hosted here in Alaska. Project SEARCH Expo (reverse job fair) event scheduled for March 9. Members are encouraged to attend. It is being held over the lunch hour at Providence Hospital.

College Relations (Dr. Charla Brown) – Iditaroll campaign for Beans Café closes on March 31. The UAF student chapter is busy preparing for case competition and working on the business leader of the year award. Wayland Baptist is partnering with Alaska Career College (ACC) to start a student chapter. Wayland Baptist student leaders and Dr. Rambow presented ACC students with information regarding SHRM, starting a student chapter and benefits to being student members of SHRM. Dr. Brown set up a webinar with Dianna Gould for UAS students about starting a virtual chapter. Approximately 70 students attended the webinar. Fourteen students expressed interest and 4 student leaders were identified to fill key positions to start the chapter. Dr. Brown's goal is to have the UAS student chapter running by end of the semester. The decision was made to put finding a UAA chapter leader on hold with all the unknowns going on at UAA at this time. If you know of any internship or entry level HR positions, please forward them to Dr. Brown for distribution to students.

Diversity (Patricia Mitchell) - On February 19, 2016 from 10:00 am to 2 pm, Patricia hosted a table at the Employment First Job Fair. Anne Sakumoto joined for the afternoon. This event was put on by the Anchorage Job Center-Midtown. There were approximately 40+ employers participating and approximately 75+ job seekers stopped by the table to inquire about the organization and/or pick up resource material. This year's numbers were much higher than in 2015. Patricia shared information about the State Council and the chapter, many of whom did not know there was a chapter in Anchorage. Patricia gave them an application and invited them to the ASHRM meetings. Some were interested in taking the test for certification. Others picked up the handouts and felt they would be useful as they perfected their resume and honed their interviewing skills.





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Legislative Affairs (Ben Kirsher) - Many HR-related items in the Fiscal Year 2017 Budget – tax and benefits, unemployment insurance, health care, immigration, veterans affairs, and workforce development and training. Full list can be seen at

<http://shrm.org/Advocacy/Documents/Obama%20FY%202017%20SHRM%20Analysis%202002-10-2016.pdf>

- A-Team Goals: 2016 is the year we want every member of Congress to have an HR professional assigned to them through the A-Team to provide information and feedback on HR issues. Our report has listed us as "complete" but we don't have anyone assigned to Senators Murkowski or Sullivan, just Representative Young. Any leads on people who may be appropriate? I would be happy to speak with them about what this entails and how useful it could be.
- New website: advocacy.shrm.org/overtime – tracks advocacy efforts on the DOL's overtime regulations with up to date information on these changes and simple ways to engage with lawmakers and share your personal stories about how these regulations could affect your employees.
- Attending the SHRM Employment Law & Legislative Conference March 13-16. Will be conducting visits to each office on March 16, with planned follow-up visits for the spring recess – stay tuned for more information.

Membership (Patty Hickok) - Absent

SHRM Foundation (Dr. Dave Rambow) - Nothing currently to report concerning SHRM Foundation activities. Funds were raised at the HR Academy for the SHRM Foundation by putting up a table at registration and held a book drawing for attendees.

Certification (Molly Webb) - Dr. Alexander Alonzo's 'Why Certify' presentation is scheduled for March 7th. Currently there are 14 people attending in-person and 14 people attending via webinar. Lunch will be served. The 2016 SHRM certification materials were ordered. The material changed so much from 2015 the decision was made to not donate the 2015 books.

Professional Development (TJ Alinen) – There was a total 97 attendees in the February webinar program. Dr. Langelett provided a great presentation that kept the audience engaged and in the webinar for the entire program. The next program is scheduled for Friday, March 18. Dave Basham with the U.S. Citizenship & Immigration Services will be presenting "How to





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Stay Between the Lines When using Form I9". The June 10th program with Rapid Response is scheduled.

Programs are still open for the October and November webinars. Please feel free to forward any ideas for presenters or topics. The goal is to have topics and presenters scheduled for 2016 by March 31.

Social Media (Vacant) -

Chapter Reports:

Juneau (Vacant) –Report by A.Sakumoto Thank you Dr. Brown for updating the 2015 Juneau chapter reports. Dianna Gould was able to get an extension so Juneau can be recognized for their 2015 accomplishments. Dr. Brown also rolled out a survey for Juneau HR professionals to get feedback on what they are looking for from SHRM or the Alaska State SHRM Council.

Mat-Su (Russell Black) - Absent

Fairbanks (Sallie Stuvek) – Fairbanks planning meeting was held on 2/4/2016. At that time all 2016 initiatives were created. Ms. Stuvek is confident they will meet the requirements for 2016 SHAPE goals. Luncheons are scheduled with the March luncheon topic on Strategic Negotiation, Patty Hickok speaking in April and a legislative update in May.

Anchorage (Ann Kjera for Michael Ward) – Anchorage SHRM has AWAIC presenting on March 18. Certification classes begin on March 7. Currently, 7 people have signed up. As of today, ASHRM has eleven new A-team members and have board initiatives to continue A-Team recruitment. ASHRM is also participating in the YWCA's 90% by 2020. The membership networking event is on April 29 hosted at Muse in the Anchorage Museum. Invitations will be sent out in the next two weeks.

Dianna's report:

The SHRM Foundation will be awarding seven scholarships to attend the [SHRM Annual Conference & Exposition in Washington, D.C., June 19-22, 2016](#). The Foundation wants to enable HR professionals and students who have been unable to experience this event--due to a lack of financial support--to have the opportunity to attend. The scholarships are targeted to those least likely to receive support from their organizations, including professionals who are currently unemployed, work in a small business or non-profit, or work for the government or military.

Scholarships will be awarded to one individual in each of SHRM's five domestic regions, plus one student member and one military veteran (from any region). Each award, valued at nearly





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\$2,500, will include:

- Complimentary full-conference registration*
- Up to four-night hotel stay in Washington, DC**
- \$500 travel stipend

**Pre-conference sessions, seminars and guest registration not included.*

***Housing will be provided at a conference hotel of SHRM's choice.*

Deadline for applications is **March 10th, 2016**. For more information visit the SHRM Foundation [conference scholarship page](#).

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: State Council and Chapter certification deposits should have been or will be deposited into your checking accounts this month. Join your fellow SHRM Certified HR Professionals – 90,000. 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. 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! Great CLA Certification webinar held February 10th. You will be able to access the recording (posted on the VLRC) within 2 business days. **State councils and chapters may offer certification preparation and/or recertification credit for legacy certifications in 2016, if needed.** 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 (Competition Team slots filled) Individual conference attendees still welcome to register
- Central Event - Omaha, NE - April 1-2, 2016
- West Event - Salt Lake City, UT - April 29-30, 2016





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

SHRM 2016 ANNUAL CONFERENCE: Join Us at the SHRM Annual Conference at an exclusive Volunteer SHRM Annual Conference & Exposition – Chapter Delegation Program

Back by popular demand!! SHRM is re-launching its popular chapter delegation program this year for the SHRM Annual Conference & Exposition being held in Washington, D.C., June 19 – 22. And, we're making it even easier for your members to participate this year.

Any chapter member who has not yet registered will be able to take \$200 off the current registration rate of \$1,520!!

In a nutshell, here's what you need to do to participate in this program that will run through Friday, April 8.

- #1 Each participating chapter must commit to having at least 5 chapter members attend.
- #2 All registrants must be SHRM members OR must take advantage of the 'Join Now' option.
- #3 If you are successful at #1, contact your MEA to get your chapter's unique promotion code and a link to marketing materials that will include a 1 page flier with writable registration form on the back and banner ads for your website or newsletters and a sample e-mail that you can use (or not) to send to your members.
- #4 Customize the pdf registration form to add your chapter name and the special promotion code from Kim Goodwin (Kimberly.goodwin@shrm.org).
- #5 Communicate this amazing deal to your members between now and April 8. Sorry, this deal won't be extended.
- #6 Your chapter members will be asked to send in their payment by phone, fax, mail or they can use the code and register online at <http://annual.shrm.org/> to take advantage of the \$200 off discounted rate.

Then, just remind your members to book hotel rooms soon to ensure that they get the hotel of their choice. They are filling up fast!

Thank you for your support, and we're so excited to see you and your chapter members in Washington, D.C. for 3+ days of learning, networking and fun!

Volunteer Leader Discounted Rate – (Different than the one mentioned above) 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





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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.!

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 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 - Please see below for links to two new videos that SHRM has developed for State Councils & Chapters to use to help promote chapter volunteerism and membership. Both will be posted at the VLRC soon but in the meantime below are the links and the passwords needed to play and download the video.

"Why Join a SHRM Chapter" Video: <https://vimeo.com/153563698> password: shrm

"Why Volunteer" Video: <https://vimeo.com/153830988> password: shrm

SHRM SUPPORT TEAM:

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

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

MAC Update (Mike Letizia) – MAC submitted the 2015 annual report. They will be making a summary and sending it to the regions in next 30 days. In late April, SHRM will be sending out communication asking for input on service items from SHRM. Most specifically on services they





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can provide to support the new competency based certification through SHRM. They are wondering how areas are looking for trainers and how trainers are viewing the new certification. Most specifically, if how are you identifying trainers. Ms. Sakumoto stated that all trainers in the Anchorage area have participated for a number of years and are all certified HR professions. Ms. Webb stated that not a lot of people have been through the new certification process so they are unsure of the material. Shara English, Certification Director for Anchorage SHRM, is working one-on-one with instructors to develop the program. Mr. Letizia asked if there anything SHRM can do to help bring instructor up to speed to help. Ms. Webb stated that Alaska is at a disadvantage because no in-state college is offering certification preparation courses so we (Anchorage SHRM and Alaska State Council) are doing it on our own. The SHRM webinars are very helpful. Ms. Sakumoto stated if board members are interested in helping or teaching modules, please contact Shara English. Another disadvantage is that the LinkedIn certification group is no longer up and running so if there is not an easy resource to talk to other groups/instructors. Being able to connect with other certification instructors would help. Also, it would help to let trainers (who have the legacy certification) take the new exam for free. This would better prepare the trainers on how to instruct and coach people on the exam. Mr. Letizia stated he would pass on our two requests: 1. More train the trainer materials and 2. Letting educators take the exam. Ms. Webb stated another challenge is that, in Alaska, the only official testing site is in Anchorage. Outside Anchorage people need to drive or fly to Anchorage or Seattle to take the test. Mr. Letizia stated he would bring that to SHRM's attention.

Past Director (Nancy Miller) – nothing to update.

Director's Report (Anne Sakumoto) – Many thanks to Nancy Miller who applied for books from SHRM and we received those in time for our HR Academy. We will be distributing them to our Alaska local chapters. Anne sent out the SHRM sponsored core leadership area (CLA) webinar schedule. She encourages all volunteer leaders to attend their CLA webinars. Currently, the 2016 budget is being finalized and it should be done by the next board meeting. Anne and Nancy are working on by-laws for review at the next meeting for review although they must be reviewed by SHRM first prior to approval by the Board.

There were no other comments.

Adjournment:

The meeting was adjourned at 12:55 pm.

Prepared by:

Emi Aubertine

Treasurer/Secretary

