



Board of Directors Meeting
April 3, 2015 (8:05 am – 10:02 am)

Present: Mike Klyop, Tim Dabrieo, Tina Sharby, Denise Vallaincourt, Anne Vallette, Debra Paul, Renee Charney, Dave Wheel, Jennifer Kinville, Deb Burkholder, John Wilson

Phone: Claire Dunleavy, Kevin Kelleher, Jim Reidy, Kathy Nelson, Phyllis Shurn-Hannah

Minutes: The minutes of the March meeting were voted on and approved unanimously. Tina Sharby made the motion to accept and Dave Wheel seconded the motion.

<u>Name</u>	<u>Action Item</u>	<u>Due Date</u>
All CLA Chairs Chapter Presidents	Prepare handouts for State Council booth at GSHRC	Apr 24 th
All	Sponsorship opportunities for Legislative Conference and Tri-State Leadership Conference – spread the word	

Director – Mike Klyop
Nomination Committee

The Nomination Committee is working with several candidates interested in volunteering. Positions they are currently focusing on include Marketing, SHRM Foundation, Treasurer/Secretary Elect, Diversity, and College Relations/Young Professionals.

Tri-State Leadership Conference

The Tri-State Leadership Conference will be held on August 6, 2015 at the Sheraton in Portsmouth, NH. This event will be put on by New Hampshire, Maine, and Vermont State Councils. Andrew Morton, Director of Social Engagement at SHRM, and Don MacPherson, President of Modern Survey, will be the Keynote Speakers.

There are two breakout sessions planned for the CLAs to brainstorm and share best practices. Please save the date! There are several sponsorship opportunities available as well. Please spread the word.

Mission and Vision Statements

A draft of the Mission and Vision Statements were sent in advance of the meeting for review.

Vision Statement:

To be the recognized as the primary resource on human resource issues in New Hampshire.

Mission Statement:

The HR State Council of New Hampshire is committed to actively promoting the advancement of the human resources profession by:

- Providing leadership and a voice for New Hampshire human resource professionals.
- Facilitating the exchange of ideas, sharing of information, and connectivity of human resource professionals and the business community.
- Supporting the New Hampshire SHRM Affiliate Chapters.
- Actively promoting the professional development of current and future human resource professionals.
- Serving as a resource to proactively meet the human resource challenges of today and the future.
- Partnering with State and Federal Legislators to advocate on human resource issues of significance impacting the workforce.

The Mission and Vision Statements were voted on and approved unanimously. Tim Dabrieo made the motion to accept and Anne Vallette seconded the motion.

Strategic Goals

Strategic Goals 2015 - 2020

- I. Resource to the Community
Thought leader and resource to business, HR professionals, & legislative communities
 - Go to for HR Expertise at the state (State Council) and local level (SHRM affiliate chapters)
- II. Chapter Support
Be an integrated resource and support with SHRM affiliate chapters
 - System of support
 - Fostering collaboration
 - Drive HR professionals to the SHRM affiliate chapters
- III. Statewide Programs
Implement workforce readiness programs
 - Facilitation of statewide resources to address skill gap issues via ACT/NCRC, and current and existing programs throughout the New Hampshire
 - Succession planning throughout SHRM affiliate chapters to the State Council

Initiatives

Diversity Initiative

Many of the chapters have their own diversity chairs. The Diversity Workforce Coalition (DWC) is working to partner with the chapters, other organizations, and the community. The DWC is looking to integrate the diversity chairs into the DWC. They plan to have a facilitated meeting on May 27, 2015 to talk about what their needs are. The meeting will be held at Easter Seals. Chapter members including the Presidents and diversity chairs are invited. While the focus is on the SHRM Chapter diversity chairs, they will also be inviting community leaders.

DWC wants to be seen as the resource for diversity issues. Diversity means so many different things. A lot of employers do not know how to access resources they need.

It was suggested to invite UNH to participate. They won the first SHRA Diversity Award and were recognized nationally for their diversity initiatives.

Jim Whitmore will be the new DWC appointee to the State Council and the Nomination Committee is working on a new State Council member appointee to the DWC.

Legislative Initiative

The focus is on advocacy and being more active. This includes encouraging people to be more active by testifying on bills, etc. There is also a focus on staying informed about various pending laws and regulations. Examples include the bill which would redefine a full time employee from 40 hours to 30 hours, NLRB's ambush election issues, and US DOL updating the exemption definitions and rules.

Membership Initiative

Anne and Catharine continue to have regular conference calls with Membership CLAs which has been very helpful

They are working with VA, NC, and IA which have all had great Membership initiatives in their states. NC in particular has a great social media presence.

They are going to have a call with Elissa O'Brien, SHRM's VP of Membership.

Membership continues to target the SHRM At Large Members that make up about 900 of the 1,400 NH SHRM Members.

Marketing materials are being created including postcards and brochures (which Anne will provide for the State Council booth at GSHRC).

Membership will work closely with Renee Charney and the program chairs; not all chapter members are attending the programs.

They are working to take Membership to the next level!

Their focus is helping each of the chapters grow.

One piece of information that was helpful was that chapters can send their chapter member lists to SHRM instead of relying on members to identify themselves as their chapter members.

They are working on creating a subcommittee to determine how the State Council can take an active role in helping the chapters increase membership.

SHRM wants members to renew through SHRM and then go to a chapter.

They are revisiting the Inner Circle. The original intent was to capture the contact information of At Large Members but they are looking at redefining what the Inner Circle is.

Programming Initiative

Renee has met with three of the chapters. She has also asked different people about what would draw them to attend a meeting. People seem to be interested in organizational change topics rather than the traditional law, healthcare, and generation meetings.

There was discussion about HRCI credits which are generally not awarded for personal growth programs. SHRM credits will be awarded for these types of programs.

There is a need to determine whether the chapters should increase the level of the programs. (Ex. Masters Series)

There is an opportunity for online and virtual programs to draw in members.

HR Certification Initiative

HRCI continues to make strategic credits difficult to get. SHRM credits are not different for SCP and CP. We need to continue to think about HR Professionals with SPHR who do need strategic credits, but the number of certified professionals in NH is relatively low. Out of the 1,400 SHRM Members in NH, only a few hundred are credentialed.

Kathy believes this is still in a phase of education and communication. There should also be a focus on promoting the certifications to HR professionals and helping businesses understand the value of HR credentials. SHRM has promotional material for the certifications and Kathy is working on getting the materials and also SHRM-CP and SHRM-SCP ribbons.

There was discussion about whether we should quantify the goal for how many SHRM certified professionals.

The State Council does receive an incentive from SHRM of \$10 for each SHRM certified HR professional. This incentive is for 2015 and 2016.

Kathy plans to promote scholarships to support people who want to earn their certifications. This can be direct from the State Council or through the Chapters.

Suicide Prevention Initiative

This was initially proposed by Dave Wheel as an initiative through ESGR, but it impacts a wide range of individuals – not just veterans. We all committed to this initiative.

They are working on creating an hour long program about suicide prevention. There is also a 4-5 day program which helps attendees to recognize the signs in order to prevent suicides.

We discussed creating a meeting in a box that each chapter could use. It would also contain information and availability for businesses to sign up for the more in-depth program.

The goal is to provide information to HR professionals, businesses, and ultimately the community.

Workforce Readiness Initiative

Deb is partnering with Dave on the initiative of hiring veterans and also health on the job. She is also working to increase employer awareness of ACT/NCRC and increasing the need for NH to be a Work Ready State. It is important to involve employers in the process.

She is involved in a K to Career program which is a transition from school to the workforce. She hopes to have a program in 2016 and is looking to have a planning committee for that program.

Deb's first term ends this year and she is looking to identify individuals with energy to take the next step. Each chapter tends to be doing something different and they are not all focused on the same initiatives.

SHRM Foundation Initiative

The SHAPE program no longer requires that the State Council or Chapters increase their SHRM Foundation donations each year.

Tim continues to focus on increasing awareness of the SHRM Foundation – education, research, materials, and scholarships.

Marketing of State Council and Chapters Initiative

Mike and others on the State Council continue to build awareness and branding of the State Council and the chapters. The State Council assists the chapters by providing information and helping to share their information and events.

Long term the question is how does the State Council continue to communicate what it does? This could help drive members to chapters.

The merger of the GSHRC and State Council will help with the statewide exposure

The Chapter Liaison will play a big role in this initiative and the sharing of best practices across chapters and CLAs will, too.

Director-Elect – Tim Dabrieo

Masters Series Event

SHRA and MAHRA teamed up in March to do a Masters Series event which targeted Senior HR Professionals. Approximately 62 people attended. There were about 7 SHRM At Large Members that attended. There were several SHRA members that attended that do not attend the normal monthly programs.

Past Director – Charla Stevens

Charla was unable to attend. No updates to report.

SHRM Update – Phyllis Shurn-Hannah

Phyllis is happy to announce that Dan Griffiths will be joining the SHRM team on May 1, 2015 and will be our new contact.

Many chapters are unaware of the SHRM certification incentive for 2015 and 2016. Each chapter will receive \$20 for each member who has their SHRM certification each year.

The State Council and Chapter websites must have the SHRM affiliate logo on the landing page of their websites.

Please be sure you are regularly reviewing the SHRM updates.

SHRM has been busy with the student conferences and preparing for the SHRM Annual Conference.

There will be a Volunteer Leader meeting on the Sunday of the conference.

Please be sure that the State Council and Chapters know about all of the SHRM scholarships – there are a lot of them available. Please promote them.

Treasurer – Jennifer Kinville

The budget and financial reports were sent for review in advance of the meeting. The budget has been approved. It does reflect a \$2,000 loss for the year. Please check in with Mike and Tim before you spend money even if it is within your budget.

Treasurer’s Report for April 3, 2015

Current Balance

Checking Account Balance	\$36,970.63
Pay Pal Balance	\$285.53
Total Balance	\$37,256.16

Transactions since March 9, 2015

SHRM Regional Directors Meeting – Kathy Nelson Expenses	-\$1,383.62
Baked Downtown – March Meeting	-\$295.63
Baked Downtown – April Meeting	-\$52.32
Scholarship – College Relations – Bianca Barcelos	-\$500.00
Legislative Conference – Chapter Donation (SHRA)	\$200.00

2014 990-N has been submitted to the IRS.

Chapter Liaison – John Roller

John was unable to attend. No updates to report.

Programming – Renee Charney

Please refer to the Strategic Goals section regarding updates.

Membership – Anne Vallette and Catharine Mirabile

Please refer to the Strategic Goals section regarding updates.

HR North – Claire Dunleavy

Claire did not have any updates to report.

Website – Amy Cann

Amy was unable to attend. No updates to report.

Legislative Action – Jim Reidy

Legislative Conference

Jim is working with a team on the upcoming Legislative Conference on May 6, 2015. Dave Juvet from NH BIA has agreed to present again this year. The agenda is almost final and will include a recap of the A-Team activities, a panel discussion of pending bills, tours of the State House, lunch with the legislators, a panel discussion of various issues, and a networking reception. While in Washington, DC for the SHRM Legislative Conference, Jim spoke with Frank Guinta who may be available to attend the conference. He is working on confirming his participation.

SHRM Legislative

The SHRM Legislative Conference was very well attended this year, including many NH attendees. Catharine Mirabile made a presentation on the A-Team this year. The A-Team captains are Charla Stevens, Catharine Mirabile, and Rich Murphy. They are looking for a fourth captain for Annie Kuster.

SHRM provided resource materials and guides. Some of the hot topics discussed were E-Verify and ACA. There were Capitol Hill visits where they met with Jeanne Shaheen, Frank Guinta, and staff members for Kelly Ayotte. During the visit Frank Guinta talked about the need to work with Senators and Representatives across the aisle and to focus on supporting NH businesses. Jim invited him to attend the NH Legislative Conference.

Jim presented on drug and alcohol testing in the workplace to an audience of 250 people. There was a lot of press interest about the issues NH is facing following the presentation. Jim has been contacted by media from around the country and also London.

College Relations/Young Professionals – Open Position

The Nomination Committee is actively recruiting for this role.

Workforce Readiness – Deb Burkholder

Please refer to the Strategic Goals section regarding updates.

Diversity – John Wilson

Please refer to the Strategic Goals section regarding updates.

SHRM Foundation – Tim Dabrieo

Please refer to the Strategic Goals section regarding updates.

HR Certification – Kathy Nelson

Please refer to the Strategic Goals section regarding updates.

Social Media/Marketing – Open

The Nomination Committee is actively recruiting for this role.

GSHRC – Laurie Glaude

Laurie was unable to attend. The GSHRC is coming up on April 28, 2015. The team is HR Lead, Advise, and Advance.

ESGR Program – Dave Wheel

Please refer to the Strategic Goals section regarding updates.

Diversity Workforce Coalition (DWC) – Tina Sharby

Please refer to the Strategic Goals section regarding updates.

Local Chapter Updates

Chapter Presidents, please send your events to Amy Cann to advertise on our website.

Featured Chapter – Nashua

Debra Paul shared an update on the Nashua Chapter. They had their strategic meeting last month and are focused on membership and quality of programs. They are looking to add members to the Membership Committee to be able to work on more membership initiatives. They are looking to work with the State Council to recruit SHRM At Large Members.

They have been working on their programs for next year. Their recent programs have received great feedback. Workforce Readiness is working with the My Turn Program. They also worked with them on a 12 week internship program which focused on manufacturing jobs.

Adjourn

Tina Sharby made the motion to adjourn the meeting, seconded by Anne Vallette, and approved unanimously.

2015 HR State Council of NH Meetings

Friday, April 3, 2015 ~ 8:00 – 10:00 am ~ McLane, Manchester, NH

Monday, June 1, 2015 ~ 4:00 – 6:00 pm ~ Conference Call

Friday, August 7, 2015 ~ 8:00 – 10:00 am ~ Conference Call

Monday, October 5, 2015 ~ 4:00 – 6:00 pm ~ McLane, Manchester, NH

Friday, December 4, 2015 ~ 8:00 – 10:00 am ~ McLane, Manchester, NH

If you are interested in hosting a meeting, please see Mike.

State Council / GSHRC Events

Tuesday, April 28, 2015 ~ GSHRC ~ Manchester, NH

Wednesday, May 6, 2015 ~ Legislative Conference ~ Concord, NH

Thursday, August 6, 2015 ~ Tri State Leadership Conference ~ Portsmouth, NH

Other Events

October 25-27, 2015 ~ Strategic HR Conference ~ Bretton Woods, NH

Submitted, Jennifer Kinville, SPHR, SHRM-SCP, Secretary/Treasurer