



Northeast S.D. Society for Human Resource Management

Dec. 2013

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Holiday Social

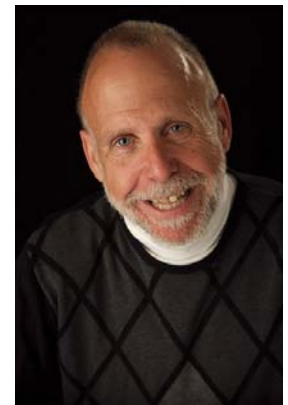
How to Live Your Life in One Letter

with Bill Zubke and SHRM Board Elections

**Tuesday, December 10th
11:30 PM – 1:00 PM
2nd Street Station**

Program topics will include:

Please join our Winter Social which will include a spectacular hour with Bill Zubke who will be sharing 'How to Live Your Life in One Letter'. Through the use of humor, personal anecdotes, and frequent references to works by Chad Foster, John Maxwell, and Sean Covey, Bill takes his audience through his life, sharing the healing benefit of laughter, the need to see failures as stepping stones, not tombstones, the benefit of claiming love and eventually leaving a legacy of a better world. Involving his audience, Bill covers the room with energy and love.



We will also be holding our 2014 Board Elections and recognizing the HR Professional of the Year for 2013.

About the Speaker:

Bill Zubke (aka "BZ") is well-known in our community for the passion he exudes in his everyday life. Bill is an educator, motivational speaker and Fudge Maker Extraordinaire. Bill taught for 20 years at Mount Marty College along with the Watertown Public School District for over 28 years. Bill has had many accomplishments – being named the Computer Teacher of the Year (1990) and the South Dakota Teacher of the Year (2000). He was also inducted into the Forensic Coaches Hall of Fame (2002). He continues to leave his positive mark – adding value to every circumstance he encounters – on educators, professionals, students and our community.

**To RSVP for this seminar please visit <http://nesd.shrm.org>
Under the "Events and Education" tab
Please RSVP no later than December 6, 2013**

**FREE TO ALL NESD SHRM MEMBERS
\$15.00 TO NON NESD SHRM MEMBERS**

From the President-Elect

~ by Leigh Kuecker



Greetings.

I recently attended the National SHRM Leadership Conference in National Harbor, MD - "Engage. Inspire. Lead." What an amazing and educational experience for me as I head into my President role for 2014. I had the opportunity of attending leadership development and employee engagement sessions along with networking opportunities that were endless. It was nice to exchange experiences, practices and challenges with other volunteer leaders. Visiting SHRM headquarters was an awesome experience as well.

I'm looking forward to my new role for 2014 and feel blessed to have an outstanding board to support me in my journey. For the New Year, I look forward to reaching out to members, networking in our community and continuing to grow our membership. We have some great programs already scheduled for 2014, but are always open to new program ideas, so members don't hesitate to reach out to us with ideas that you may have!

Wishing you a beautiful holiday season and a new year of peace and happiness.

Leigh Kuecker

HR's- Stress Less for the Holidays!

Want to keep productivity and employee spirits positive during the holidays? Are you looking for ways to relieve holiday-related stress? You can start by not causing stress. As an employer, you control many of the variables that create holiday season stress for people.

Almost everyone wants to make extra money for the holidays, but excessive overtime hours and working on paid holidays lowers employee morale. Losing weekends needed to prepare for the holidays causes even more negative feelings. Short deadlines for important projects and pressure to reach end-of-year-goals can add additional stress to the holidays. Even simple, fun events, such as purchasing a Secret Santa present or baking for a cookie exchange, can add to holiday stress; they create just one more thing to do.

My article, Create a Very, Merry Holiday Season, tells you how you can take care of holiday stress on a personal level. The following tips from the Society for Human Resource Management tell you what employers are doing to limit employee holiday stress.

SHRM staff asked human resource professionals, "Does your company engage in any of the following practices to help alleviate holiday-related stress among your employees?" These are the actions most frequently cited.

- 51 percent schedule holiday events during normal business hours.
- 39 percent remind employees of their Employee Assistance Program.
- 33 percent show appreciation for employees who work during a holiday.
- 32 percent encourage casual dress for holiday parties.
- 30 percent provide holiday food.
- 23 percent give the quarterly or annual bonus early for holiday shopping.
- 20 percent provide floating days for holidays worked.
- 14 percent offer reduced hours so employees can run errands.
- 13 percent allow time for volunteer opportunities during work hours.
- 8 percent provide extra shifts for people to earn holiday money.
- 1 percent cover child care for employee errands.
- 15 percent of employers provide other employee perks and opportunities.

Want more ideas? Try these, too.

- Give every employee a gift from the company. One company gave an impressive pen with the company logo. Holiday dinner food is a great idea if the store is convenient to all.
- Offer flexible schedules so people can take time when they need it for their holiday preparations and celebrations.
- Consider making holidays floating so people can honor their religious and cultural traditions with paid time off. Think of Ramadan, Kwanzaa, Hannukah and more, yet most organizations offer paid holidays for Christmas and New Year's Day only.
- Provide any bonuses for attendance, or other gifts you might offer in the normal course of events, in spendable formats such as grocery store gift cards, gift certificates or phone cards.

Ways to help employees control, manage and eliminate holiday stress are endless - and endlessly appreciated. Think of this list as the start of a brainstorm, not the finish.

Book of the Month:

HR at Your Service: Lessons from Benchmark Service Organizations **Gary P. Latham and Robert C. Ford**

HR at Your Service will explain the ways that you -- as an HR manager -- can ensure that your team develops a strong appreciation for the power of anticipating and attending to the needs, wants, and expectations of managers and their employees first and foremost.

Unfortunately, many HR departments lack knowledge of techniques for providing clients with true client-centric service. This lack of knowledge explains the failure of many HR departments in providing value-added services to help managers achieve their respective goals and the mission of the entire organization. Saying "we serve our clients" is one thing, but as made clear in this important book, benchmark service organizations make this commitment real in everything they say and do. Service-oriented HR departments know what makes them valuable in the eyes of all other managers and their employees. They take the time to learn what their clients need, want, and expect from them in order for their clients to be successful. They then demonstrate that their solutions to HR challenges are cost-effective, making HR's service meaningful and memorable. Knowing the behavior and actions that make a service encounter with HR memorable for a manager is what differentiates the HR department that has influence in crucial decisions from one that is merely "there" in the organization.

2012, 194 pages, Paperback
ISBN: 978-1-58644-247-7
SHRMStore Item #61.15017

SHRM FOUNDATION NEWS:



Your Financial Support Makes A Difference!

SHRM Foundation News: Thought Leaders Retreat

Each fall, the SHRM Foundation Thought Leaders Retreat brings together a select group of leading-edge thinkers and practitioners in the HR field. It started in 1999 as a way for SHRM Foundation board members to interact with outside experts and to generate new research ideas. From that beginning, the event grew each year to include members of the other SHRM boards and special guests.

Content summaries of past events are available on the SHRM Foundation website (www.shrm.org/foundation) under "SHRM Foundation Products" then "Thought Leaders Retreat".

Help the Foundation provide a substantial and sustained investment in the future of HR. Donate today. Send your contribution to: SHRM Foundation, P.O. Box 79116, Baltimore, MD 21279-0116 or donate online (www.shrm.org/foundation). Thank you in advance for your support!

NESD SHRM Communications Disclaimer:

Our chapter, or its Board of Directors, accept no liability for the content of this newsletter or for the consequences of any actions taken on the basis of the information provided, unless that information is subsequently confirmed in writing.

NESD SHRM MISSION STATEMENT

NESD SHRM Chapter's purpose is to advance the Human Resource profession by providing educational opportunities, legislative updates, informational programs, and a network to facilitate ideas, as well as promoting and encouraging membership and professional development through participation in the National SHRM organization.

Want Talented Millennials?

Be ‘Goopy,’ ‘Quirky’ and ‘Bleeding Edge’



By Dana Wilkie

Instead of focusing on young applicants’ college degrees, consider their hobbies, travels and pastimes—pursuits that may tell an employer more about what those individuals can bring to a company than “a fancy piece of paper,” child prodigy Adora Svitak told attendees of the Society for Human Resource Management’s 2013 Diversity & Inclusion Conference.

The 16-year-old Svitak was the keynote speaker on the second day of the conference, held Oct. 28-30. The conference is an annual event featuring HR professionals, attorneys and experts who discuss how to better include women, people of color, individuals with disabilities and others in the workforce.

Svitak—internationally known for her essays, stories, poems, blogs and books—was invited to give her perspective on how to hire and retain Millennials such as herself.

“When the right people are encouraged to do things they’re knowledgeable about, instead of the jobs that we think they’re ready for or old enough for, it spells success,” said Svitak, who was thrust into the public eye when, at age 6, she was recognized on Seattle’s local news for her writing abilities. “We are impatient and visionary. We feel ready to make our mark, and this impatience, this vision, this readiness are all assets to any company if you’re willing to make room to listen.”

Svitak argued that companies should consider merit over seniority, and talent over education credentials, when recruiting, hiring and promoting employees. Increasingly, she said, America’s youths want jobs at places like Oregon-based Mindvalley, which describes itself on its website as a digital publishing company that branched out into businesses involving “mobile apps, marketing, technology, personal growth and entrepreneurship, and health and welfare.”

On the company’s website is its recipe for success: “Whip out a blender. Throw in epic dreams, bleeding-edge technology and quirky work culture, and grind them into a goopy, delicious pulp. What you’ll get is Mindvalley.”

Svitak said lively, inventive, out-of-the-box thinking like Mindvalley’s is what America’s youth want in an employer.

“I swear I’m not picking on Johnson & Johnson or Microsoft ... but if you go to one of those corporations’ websites, you’re not going to see words like ‘bleeding age.’ You’re not going to see words like ‘goopy’ or

‘epic’ or ‘weird.’ ”

Challenge the Status Quo

Earlier in the day, Steve Pemberton, chief diversity officer and divisional vice president of Walgreens, challenged some common beliefs among diversity professionals.

One, he said, is assuming that the best way to improve diversity at an organization is to “focus on what’s not working.”

“Start with what’s working,” advised Pemberton, who described being orphaned as a boy, spending much of his youth in foster care, and overcoming obstacles to become Walgreens’ first chief diversity officer in its 110-year history . “It could be informal mentoring. It could be a lot of success with specific populations. Find what’s working and begin there, as opposed to focusing constantly and relentlessly on what’s not working.”

As an example of the drugstore chain’s longtime commitment to diversity and equality, Pemberton discussed a letter that Walgreens founder Charles Walgreen wrote in 1928. The letter instructed a subordinate to follow up on Walgreen’s promise to a black pharmacist named “Mr. Bakerhill” that he would be paid the same as his white colleagues.

That, Pemberton said, even though the nation was on the cusp of the Great Depression, companies were “already looking at ways to cut costs, Jim Crow is the law of the land, and blacks are called many things, but ‘mister’ is not usually on the list.”

“In my childhood I had so many people who said they were going to help ... but they never did. It was always my litmus test. You do what you say you’re going to do.”

It's time to renew your NESD SHRM Membership!

It's time to renew your membership for 2014. To renew your NESD SHRM chapter membership:

- 1) Go to <http://nesd.shrm.org>,
- 2) Click on "Member Info"
- 3) Click on "Membership Renewal Form"
- 4) Complete the form (be sure to select the Membership Type* at the top of the form) and click Submit
- 5) **PLEASE NOTE:** You will receive an e-mail confirmation, which is your invoice. Please print this confirmation and submit, along with your payment, to the mailing address listed on the e-mail confirmation.

* Membership types and fees are listed below.

- o **Local Membership Plus Meetings** - \$125.00 (Includes regular monthly programs)
- o **Local Member** - \$75.00 (Regular monthly programs extra)
- o **Student/Retiree** - \$25.00 (Regular monthly programs extra)

* Please take a moment to update your contact information on the website as well.

***** Want to pay by credit card? Contact the Chamber at 886-5814 for payment!**

NESD SHRM Board Meeting

Guadalajara
1509 9th Ave. SE, Watertown
605.882.4548
November 26, 2013

Agenda

In attendance: Julie Plunkett, Laurie Gates, Leigh Kuecker, Matt Sawyer, Leslie Hendrickson (by phone), Sheila Mennenga, Tammy Davis

Additions to Agenda- none

Approve minutes of Board meeting (minutes in newsletter) Motioned by Sheila Mennenga, second by Laurie Gates, motion passed

Past President

No report

Laurie Gates

President Elect

2014 Board Update

All positions have been filled

Board Elections will take place at the December social.

Leigh Kuecker

Treasurer

Financial Statement

Dues are coming in for membership renewals

Solid balance for 2014

Theresa Tesch / Laurie Gates

Membership Director

Credit card option to pay for membership renewal through the Chamber of Commerce

Notices of invoice payment requests will go out after 30 days

Suggest give new members a welcome packet

Discuss the membership that would best fit those that are employed and also attending school

Nicole Nuttbrock

SHRM Foundation Representative

The check of our Chapter donation to SHRM is in the mail

Next year we will not have to increase our donation by 10% for SHAPE

Matt Sawyer

Diversity Advocate

Unity in Diversity event is on June 14th and will be in June at Bramble Zoo. The cultures of the world can also showcase their regional animals. Friday will feature an over 21 event to represent beer/wine of the world. Saturday will be the family event.

Bobbie Halonen

Government Affairs Representative

Flex Spend rollover of \$500

Leslie Hendrickson

Workforce Readiness Advocate

No report

Traci Stein

Certification Representative

Need the flyer for January and February to submit for credit

Sheila Mennenga

Vice-Presidents of Programming

No report

Amber Dahl

Secretary

No report

Tammy Davis

Old Business

None

New Business

Projector

Sheila Mennenga made a motion to spend up to \$400 for projector to be used by NESD SHRM. Laurie Gates second the motion, motion carried.

'Use-or-lose' rule changing for flexible spending accounts

By Melanie Hicken, CNN

On Thursday, the U.S. Treasury Department announced it would be relaxing a rule that requires account holders to "use-or-lose" the funds in their accounts by the end of the year. Employers will now be able to allow participants to carry over up to \$500 in unused funds into the next year.

Currently, most forfeited amounts are less than \$500, according to the Treasury.

Sponsored by employers, health flexible spending accounts (or FSAs) are a handy way for workers to use pre-tax dollars to pay for certain medical expenses, such as doctor's fees and prescription drug costs.

The change comes in response to individual and employer complaints that it's hard to predict future medical needs and that the "use or lose" rule encourages unnecessary spending on medical services and items at the end of the year.

An estimated 14 million families already participate in health FSAs. The changes may encourage other workers to use the accounts, which financial planners say are a good way to manage out-of-pocket medical costs.

"We are always looking for ways to provide added flexibility and commonsense solutions to how people pay for their healthcare," Treasury Secretary Jacob Lew said in a statement.

But first, employers need to offer this option to workers. The Treasury Department said the changes can be implemented as early as the 2013 plan year.

Employers that already offer a "grace period" of up to two and a half months can choose to instead allow the rollover, but cannot offer employees both a carryover and grace period, the department said. ■