



Blackhawk Human Resource Association

February 2005
Newsletter



**Serve the
Professional,
Advance the
Profession**



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Message from the President

The January BHRA meeting was held on January 11th. The theme was “HR Role Models”, an interactive session facilitated by Mary Jo Villa, SPHR, of Bliss Communications. Our round table mentors included Ed Wood, SPHR, of Freedom Plastics; Pat Whitmore, SPHR, of HUFCOR; Dee Nyre, PHR, of Prent Corporation; Lanier Gordon of Taylor Company; and Jon Cruzan of Mercy Health System. The group discussions were a great exchange of ideas, and there was very good participation by all that attended. The program evaluations were very positive on this program. It is great to have such valued resources within the membership of the chapter. Thank you to Mary Jo, Ed, Pat, Dee, Lanier and Jon for making this a great experience for everyone.

The Board completed and submitted the award application for SHRM Chapter Achievement Plan for 2004. We are pleased to share with you that the completed application appears to make BHRA once again eligible for the Superior Merit Award from SHRM. We will communicate the response and confirmation we receive from SHRM. I want to thank Past BHRA President Jenny Revels and the other Board members for their contributions in completing this application and work throughout the year that made BHRA eligible for consideration of this award.

The March membership meeting will be a fun, interactive session – HR Games. This meeting will also be Sponsor-A-Student night. We encourage any interested members and/or organizations to consider sponsoring a UW-Whitewater student to attend this meeting. Please let us know if you are interested in sponsoring a student.

The Annual Seminar is planned for March 31st. The agenda has been set, and you will receive more information very soon. This year there will be some new features added to increase the value of this session. Look for more details on this professional development opportunity.

Our next meeting is the Legislative Breakfast on Friday, February 11, 2005. The meeting will be at the Holiday Inn Express in Janesville, we will begin with breakfast at 7:45 a.m. and the program to start shortly afterward. The Legislative Committee has received confirmation from six area legislators. Please join us for an opportunity to dialog with the legislators on key employment related legislative issues.

I look forward to seeing everyone at our upcoming events!

Brian Gohlke, SPHR

BOARD OF DIRECTORS, 2004-2005

President:	Brian Gohlke, Director of HR, Blackhawk Technical College
President-Elect:	Jackie Swanson, HR Generalist, Scot Forge Co.
Vice President:	Jennifer Anderson, HR Rep., Freedom Plastics
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Secretary:	Amy Parkhurst, HR Rep., Freedom Plastics
Treasurer:	Heather Niles, HR Manager, Mercy Health System

MEETING SCHEDULE FOR BHRA 2004/2005 SEASON

Meeting Date	Time	Location	Speaker	Topic
Friday, Feb 11th	Breakfast	Holiday Inn Express	Legislators	Legislative Update
March 8th	Dinner	Alfresco	None	HR Games / Sponsor a Student Night
April 12th	Lunch	Rock County Job Center	Rick Paraino, The Resource Network	Creating Cultures of Excellence
May 10th	Dinner	Dominico's	Milton Perkins, MHRM, SPHR	The Value of Human Capital: Understanding Cultural Nuances

HR HAPPY HOUR- Won't you join us?

Come and join your HR friends for some informal networking time and unwind from that long day of problem solving! HR Happy Hour will normally be held on the last Thursday of each month. You don't need to sign up in advance. We will send a global email a few days before the gathering as a friendly reminder, and also to verify the location. To best accommodate all of our members, we will rotate between Janesville and Beloit locations. The next event will be held on **Thursday, February 24th** from 5:00 pm – 7:00 pm. at a location to be announced in the Janesville area. For more information, contact Jackie Swanson or Jennifer Anderson.

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We're on the Web!
www.bhraonline.org

Wisconsin SHRM
www.wishrm.org

National SHRM
www.shrm.org

HR Certification
Institute
www.hrci.org

HR Voice
<http://www.shrm.org/government/hrvoice>

Legislative

Wisconsin Council SHRM is planning for the 17th Annual State Legislative and Legal Conference for Wednesday, March 9, 2005 from 9:00 a.m. - 3:00 p.m. at the Boardman Law Firm, LLP on 1 S. Pinckney Street in Madison.

The agenda includes the following sessions:

9:00 a.m. An Interactive Session With Legislators On

Employment-Related Issues and Perspectives:

Wisconsin Senator Tom Reynolds, Chair of the Senate Labor Committee
(Invited)

Wisconsin Representative Stephen Nass, Chair of Assembly Labor
Committee (Invited)

10:30 a.m. Outlook on Health Care: Current Trends and the 109th Congress

Lisa Horn, Manager of Health Care - Governmental Affairs
Department Society for Human Resource Management (SHRM).

12:00 p.m. Lunch: Will be provided.

1:00 p.m. Understanding the Legislative Process in Wisconsin, Learn How You Can
Get Involved

John Metcalf, Director of Human Resources Policy
Wisconsin Manufacturers & Commerce

2:00 p.m. A Review of Exempt/Non-Exempt Determination – Learn how
Wisconsin's Administrative Regulations differ from the recent Federal
revisions to the FLSA.

Robert Anderson, Director of the Labor Standards Bureau,
Wisconsin Department of Workforce Development

3:00 p.m. Conference Adjourns

The conference looks to be very informative. Please mark your calendars to attend this event. If you have any questions, contact Brian Gohlke by e-mail at bgohlke@blackhawk.edu or call (608) 757-7773.

BHRA WEBSITE UPDATES

If you haven't updated your information on the website lately, please take a minute to make sure we have the most accurate information. Visit the website at www.bhraonline.org, find your name in the membership directory, and you can edit your records from there. This is a valuable networking resource, so that your fellow HR professionals have your contact information and you have access to theirs! As a reminder, your username is your first initial and last name, Jane Doe would be "jdoe", and the default password is "bhra". You can also change the password to something easy for you to remember.

If you wish to add the BHRA website to your internet favorites/bookmarks list, the above site might give you an error message next time you try to access it. The web address you should bookmark is:

<http://www.stayinvolved.com/splash/bhra.htm>

A new feature that we are starting this month is the "Question of the Month". This will be posted on the Survey page of the website, the link to this is on the left-hand side of the page. Answers to questions will be archived, and viewable by everyone. Many of us already use the group e-mail function to ask questions of our colleagues – the only drawback to that is that not everyone gets to see the answers. This is another way to share information with your colleagues. These can be questions regarding best practices, policies, If you would like to submit a question of the month, please e-mail that to Jennifer Anderson at anderjl@freedomplastics.com.

This month's Question of the month is...

"What, if any, additional resources/activities/information would you like to see BHRA provide for you?"

Log on, share your feedback, and see what the survey says...

BHRA ANNUAL SEMINAR

Don't forget to reserve Thursday, March 31st for the 2005 BHRA Seminar which is scheduled to be held at the Rock County Job Center. Options are available for attending the full day - \$60, AM Session only including lunch - \$40, or PM session only including lunch - \$40. Once again we will have 4 separate topical speakers, including a motivational speaker for the last session in the afternoon.

Something new this year- we have invited a variety of HR-related vendors to have informational materials available during the one-hour lunch period in a nearby room.

Contact Lesa Crawford at 608-373-2803 if additional questions arise. Registration information will be made available in a few weeks.

2005 Wisconsin Student Conference and HRGames – Volunteers Needed!

The 2005 Wisconsin Student Conference and HRGames will be taking place on February 25 and 26, 2005 at the beautiful UW-Oshkosh Campus in Oshkosh, WI. As always, volunteers are CRITICAL to make the HR Games a success. For every 2 teams that compete, five (5) volunteers are necessary. Last year, 14 teams competed in the Wisconsin HR Games. That created a need for 35 volunteers. So, if you are interested in volunteering, or know someone who is, please register!!!!

WHAT ARE THE HRGAMES?

The HRGames are a fun way to motivate and prepare students for PHR certification. The HRGames consist of a one- or two-day series of game show style matches, between teams of up to three undergraduate students from various colleges and universities.

WHY VOLUNTEER?

There are many benefits to the HRGames. The HRGames are an event that offers the opportunity to bring professional chapter volunteers, students and student chapter advisors together in a meaningful way. The effort it takes to plan and conduct the games is worthwhile and beneficial to the professional members as well as the students. The volunteers conducting the games get a refresher course in the body of knowledge required of a human resource professional as they listen to the students answer questions. The students receive an opportunity to network with other students and showcase their knowledge to HR practitioners.

WHAT ARE THE VOLUNTEER ROLES?

There are typically 5 volunteer roles for the HRGames: Judge, Presenter, Scorekeeper, Timekeeper, and Matrix Manager. Descriptions of the roles can be found at the following link: <http://shrm.org/students/hrgames/04positions.asp>.

WHAT IS THE TIME COMMITMENT?

The time commitment for volunteers can be broken down as follows:

1. Pre-conference: Take some time to go over the position descriptions and HRGames rules (<http://shrm.org/students/hrgames/04rules.asp>)
2. Friday, February 25: A training session will be held from 5:00 to 6:00 p.m. to go over the position descriptions, rules, and question you may have as a volunteer. Dinner will be provided. The competition will take place from 6:00 to 10:00 p.m.(at the latest), depending on the number of teams and volunteers.
3. Saturday, February 26. For those willing to volunteer, we will have semi-final and final matches from approximately 1:00 p.m. to 3:00 p.m.

If you have any additional questions, or wish to volunteer, please contact Matthew Stollak, WI-SHRM College Relations Director, by phone at 920-403-3490 or by e-mail at matthew.stollak@snc.edu.

GET INVOLVED ...VOLUNTEER...HAVE FUN!

The State Council has an immediate opening to fill the COMMUNICATIONS DIRECTOR position! Due to time constraints, Jackie Swanson has to resign from the State Council. She has agreed to continue in the role until a replacement has been identified. We are looking for someone with previous experience in working with websites, or the ability to learn!

The position responsibilities are:

Responsible for ensuring that the communication of information regarding SHRM and State Council activities is disseminated to Chapters, members and external parties in an effective and timely manner. Will be the primary coordinator for the State and Chapter web sites and assist with public relation duties. Will maintain and coordinate the statewide database.

Responsible To:
The State Council Director

Responsibilities

1. Serves as a voting member of the state council and is expected to attend and participate in all council meetings.
2. Serves as a resource for the state council in the use of technology to improve communication and informational transfer with local chapters, at-large members, and SHRM staff.
3. Coordinates efforts in encouraging the development of consistent standards to facilitate better sharing of data at all levels of the leadership structure.
4. Serves as the Webmaster / web site coordinator for the state council ensuring that both the State and the chapter websites are updated and accurate.
5. Maintains and coordinates the statewide database.
6. Assist with public relations activities by communicating with media and other external parties.

Requirements

1. Must be an SHRM member in good standing. HRCI certification highly desirable.
2. Appointment is made by the state council director.
3. Serves a term beginning the first day of January and ending the last day of December. May be reappointed for two additional one-year terms for a total service of three years.

The WI SHRM Council has been a successful organization because the Council members know how to have fun in addition to working hard. If you've been active in SHRM and want to take your volunteering to the next level, the WI SHRM State Council may be for you!

If you would like to be considered for this position or would like more information, contact Merry Lee Lison, State Director at merrylee.lison@ebctpa.com or Jackie Swanson at jswanson@scotforge.com .

Interested in getting your PHR/SPHR, and joining a study group to prepare for your Certification?

If you are interested in participating in a study group, please contact Kelly Hendee at hendeek@ci.beloit.wi.us. Please provide your name, phone number and email address along with the best day and times you are available to meet. All parties interested should plan to begin studying by mid February. I will be sending out information to those that have responded. Following is some of what you can expect and want to know.

When to apply for the Exam

Exam	Reg. Deadline Date	Late Deadline Date	Window
PHR/SPHR	March 4, 2005	April 22, 2005	May 1 – June 30, 2005
GPHR	March 4, 2005	April 22, 2005	May 1 – May 31, 2005

2004 PHR/SPHR CBT Exam Fees

	Nonrefundable Application Fee	Exam Fee If Submitted By the Regular Deadline	Total Due If Submitted By the Regular Deadline	Total Due If Submitted After the Regular Deadline*
PHR				
SHRM MEMBER	\$75	\$175	\$250	\$300
NON-MEMBER	\$75	\$225	\$300	\$350

The application for the next testing window is now available online. Be sure to carefully read the [PHR/SPHR or GPHR handbooks](#) and then complete your application. Not sure which designation is right for you? If you're thinking about either the PHR or SPHR, be sure to take the [Online Assessment Exam](#) to help you determine the best designation for your experience and knowledge. And if you have multinational accountability, the GPHR was designed with you in mind. So don't wait--[apply today!](#)

WHY SHOULD I TAKE AN ASSESSMENT EXAM?

The assessment exam is designed to help you:

- Assess your level of HR knowledge and experience.
- Expose you to the types of questions you will see on the actual certification exam.
- Determine if you have the right experience and knowledge to attempt certification as either a PHR or an SPHR.

The exams are generalist and assess knowledge of the entire HR field. If you have never been an HR generalist nor plan to become one, please evaluate whether these exams are right for you. You may want to take the online assessment exam (www.hrci.org) to help you decide.

Please feel free to contact me if you were unable to find answers to your questions. Don't forget... if you wish to join a study group, contact me at:

Kelly Hendee, BHRA Legislative/Certification Chair 608/364-6617 or hendeek@ci.beloit.wi.us

NEW BOARD MEMBER PROFILE

Name Bernice York, PHR

Position/title HR Manager, Cotta Transmission Co, LLC

Education (high school, tech school, college/degree or certification) Associate Degree in Accounting from Blackhawk Technical College- 1993, Bachelors Degree in Communication, Management and Technology (Human Resource focus) from Alverno College in Milwaukee- 2003, PHR certified 2004. Presently enrolled at UW-Whitewater in the MBA program, scheduled to graduate in December, 2007

Main Job responsibilities All facets of HR including payroll, union issues and negotiations, performance reviews, safety and the myriad of other responsibilities that fall under the HR umbrella.

Other Job History : Previously employed for 13 years by a metal forming company located in Elkhorn Wisconsin as the Human Resource/Purchasing/Office Manager. Prior to entering the world of manufacturing, was employed in banking for 13 years, starting as a teller, leaving as a vice president responsible for consumer and real estate loans.

What I Like about BHRA

The networking opportunities and the support. I love having the opportunity to discuss HR issues with so many different individuals.

Personal information:

How I spend my leisure time: hobbies, sports, community activities I purchased a Harley Davidson two weeks ago and plan on doing something other than work this coming summer. I also volunteer for Meals on Wheels and the House of Mercy Homeless Shelter.

FMLA –WE NEED YOUR SUPPORT!

Write in Support of Medical Leave Clarifications to the FMLA

Background

Since the Family and Medical Leave Act (FMLA) was enacted in 1993, the FMLA has made a significant contribution by providing a supportive environment for employees and their families in a time of need. On the other hand, employers, employees, and the courts have raised questions concerning the consistency with which the regulations were drafted and applied in comparison to the original statute.

According to the U.S. Department of Labor's (DOL) regulatory agenda, proposed regulations to clarify issues raised in the Supreme Court decision in *Ragsdale v. Wolverine Worldwide Inc.* as well as other court rulings could appear in the *Federal Register* as early as March 2005. In *Ragsdale* the Supreme Court held that the DOL regulation's penalty provision-the part that automatically grants employees additional leave if employers fail to designate time off as FMLA leave-was invalid.

SHRM continues to underscore to the DOL and Congress that clarification is needed with *Ragsdale* and the regulatory interpretations of what constitutes a "serious health condition" and "intermittent leave." The original statute defined these terms as:

- Serious health condition-an illness, injury, or physical or mental condition that involves inpatient care or continuing treatment by a health care provider.
- Intermittent Leave-leave that is taken in less than full-day increments when medically necessary.

DOL regulations defining these terms have expanded the scope of the Act, e.g., absences of three days or more and a doctor's visit are now covered as a serious health condition. In addition, leave must also be provided to employees in the smallest time increments that employers are able to track (6 to 10 minutes) in their payroll systems. Clarifying provisions relative to the original intent of the FMLA will help reduce problems experienced by organizations that administer the Act's requirements and provide leave to those who truly need it.

Action Needed

This is your opportunity to write your elected officials to support clarifying the FMLA prior to issuance of proposed DOL regulations. It is important that SHRM members provide their professional experiences with regard to the FMLA, in particularly the medical leave provisions of the regulations.

Write Today through HRVoice

1. Log onto SHRM Online and go to the HRVoice homepage by [clicking here](#).
2. Sign in using your member number and last name
3. Click on the "Governmental Affairs" tab on the left side of your screen.
4. Chose the "HRVoice" option under the tab.
5. Click on "Write Your Elected Officials!"
6. Click on "Medical Leave Clarifications to the FMLA" below the "Take Immediate Action on These Hot Issues" bar.

Personalize Your Letter: SHRM members can click inside the body of the SAMPLE letter (provided on the HRVoice website) and insert their personal FMLA anecdote(s).

2005 Business Info Lunch Series – Rock County Job Center

On Thursday, February 3rd, the Rock County Job Center will once again be hosting their monthly informational lunch for employers. This month's topic is, "**Employee Turnover – The Hidden Tax**", which will be presented by Bob Handwerk, RHL & Associates, LLC.

The meeting begins at 11:30 a.m. with a buffet style lunch. The cost is \$10.00. If you are interested in attending, please contact Shannon Moe at (608) 741-3567, or email s.moe@jobcenter.org.

If you know a human resource professional that would be interested in joining our association, please spread the word! We can all benefit from each other's experience!

If you have anything you would like to submit to the BHRA Newsletter, please contact Shannon Moe at the Rock County Job Center at (608) 741-3567, or email s.moe@jobcenter.org.