



The Source

December 2006

Southern Wisconsin - Northern Illinois
SHRM Chapter 71

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Upcoming Events:

Breakfast Meeting@
Rock County Job Center
January 9th

2007 BHRA Annual Seminar
April 20

Letter From the President:

Dear BHRA Members,

Can you believe the holidays are already upon us? Cold temperatures, snow on the ground... It's such a fun, festive, and yes, hectic, time of year. For that reason, BHRA takes the month of December off from our regular meeting schedule. We hope that you take some time over the holidays to be with your friends and families, letting them know just how important they are to you.

I always take some time at the end of the year to reflect on the year that has passed. BHRA had an exciting and productive year in 2006. We co-hosted the 2006 WI-SHRM State Conference, for the first time in many years. Our programming has included a wide range of topics from Attorney Bob Gregg's entertaining "Spandex is a Privilege, not a Right," to "Controlling Benefit Costs through Wellness" presented by local nurse Dee Sturnhagen, to ensuring legal protection when "Dealing with Troubled Employees" presented by Attorney Troy Thompson, to the annual Breakfast with the Legislators. We have also been working diligently with the Southwest Wisconsin Workforce Development Board, Blackhawk Technical College, Forward Janesville, and Beloit Chamber of Commerce to bring a workforce readiness program to the area to be utilized by employers and job seekers to provide the soft skills so necessary to succeed today. You will be hearing more about this in 2007 after the pilot company has completed their program.

And then I take some time look forward to the year to come. 2007 is a new year with limitless opportunities. I hope that BHRA can help you fulfill some of your New Years' Resolutions whether those include becoming better connected with local HR professionals, taking advantage of educational opportunities, getting involved by volunteering, or even achieving your PHR, SPHR, or GPHR certifications.

Have a wonderful, safe, and happy Holiday Season. See you next year!

Warm Regards,

Jennifer Griffith, SPHR
President

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Upcoming Meeting Information

<u>Meeting Date</u>	<u>Time</u>	<u>Location</u>	<u>Speaker</u>	<u>Topic</u>
January 9, 2006	7:30am	Rock County Job Center, Janesville	Local HR Experts	HR Expert Panel
February 16, 2006	7:30am	Holiday Inn Express, Janesville	To Be Announced	Legislative

2006/2007 BHRA Board Members:

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Mark Your Calendars!

We encourage you to attend the November 14th breakfast meeting! To RSVP, contact Anna Ladwig, at (608) 363-8072, or anna.ladwig@bankatfirstnational.com, or RSVP on the website at <http://www.stayinvolved.com/splash/bhra.htm>. Please RSVP by December 28, 2006.

WHEN: Tuesday, January 9, 7:30am, Sign-in & breakfast 7:45am; Presentation to follow.

WHERE: Rock County Job Center

TOPIC: HR Expert Panel

SPEAKER INFORMATION:

Local HR Experts Jon Cruzan, Cindy Harrington, Carmen Harstad, Pat Whitmore, representing manufacturing, service/medical, and staffing will provide insight on how their own careers have progressed, lessons they have learned, and advice on advancing your own career. They will answer questions such as "Hindsight being 20/20, what would you have done differently?" and "What are the most important lessons you have learned that have helped in your career progression?". There will also be time for question and answers from meeting attendees. Join us for this exciting opportunity!

The January meeting sponsor is Paylocity

If your organization would like to sponsor one of our meetings, please contact Jennifer Griffith, SPHR, jgriffith@freedomplastics.com

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Plan Ahead!!

Mark your calendars for our 2007 Annual Seminar more details to come!

Board Members cont.

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Stacey_riechers@kellyservices.com

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(608) 363-8072
anna.ladwig@bankatfirstnational.com

2007 Blackhawk Human Resources Association Seminar



If your company or if you know of a company who may be interested in attending the vendor fair at the 2007 seminar encourage them to contact Lindsay Hall. The Vendor fair will be held during the lunch break in between the morning and afternoon seminar sessions. This will be an opportunity for area businesses to display and discuss the services they provide with local Human Resource professionals.

Date: Friday April 20th, 2006

**Location: Rock County Job Center (room E & D)
1900 Center Ave.
Janesville, WI 53545**

**Time: Setup begins 11 am
Displays available 11:30 am – 1:00 pm
8ft. Table and lunch provided**

Cost: \$75.00

Limited vendor space is available. Confirmation letter and additional information will be sent to you once your payment is received. To confirm your space at the Vendor Fair, send a check for \$75.00 (payable to BHRA) by Friday April 6th, 2006 to:

**Bliss Communications, Inc.
ATT. Lindsay Hall
1 S. Parker Dr.
Janesville, WI 53547**

For more information contact Lindsay Hall @ 608.755.8301 or lhall@gazetteextra.com

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Bad Things Happen When The Government Reclassifies Your “Independent Contractors” As “Employees”!!!

By Attorney Troy D. Thompson

It's Your Burden.

The issue of whether an individual is properly classified as an “independent contractor” depends upon the particular law under which the analysis is being made. Different governmental agencies apply different legal tests for independent contractor status. The Internal Revenue Code, Fair Labor Standards Act, Wisconsin Worker’s Compensation Act, and Wisconsin Unemployment Insurance Act tests can be obtained from the author. The analysis is always fact-intensive.

In all cases, it is the employer’s burden to prove that an individual meets the requirements under the legal test(s) applied. Neither the label used by the parties, nor the use of a written agreement is determinative. Moreover, one agency’s determination is not binding on another agency. Therefore, an individual could be considered an independent contractor for tax purposes, but an employee for worker’s compensation purposes.

Significant Liability for Mis-Classification.

Take a conservative approach when deciding whether to classify an individual as an independent contractor. The consequences for mis-classification are significant. It can result in penalties, fines, forfeitures, and other liability. For example, an employer could be ordered to pay worker’s compensation benefits to an injured worker who the employer did not consider its employee. Governmental agencies will almost by default initially conclude that an employer/employee relationship exists and force you to litigate the issue.

Minimize Your Liability.

Reduce your liability exposure by following these guidelines:

- Closely analyze the relationship between the parties and apply all of the applicable legal tests for independent contractor status. If your Company is not confident that it can satisfy all factors of each test, assume the individual is an employee and not an independent contractor.
- Have your attorney prepare independent contractor agreements for all such relationships.
- Make certain that your independent contractors own stand-alone business entities (LLCs, etc.) with separate business offices and that they hold themselves out to the public as the operators of a separate business (e.g., Yellow Page ads, etc.)
- Avoid individuals who are largely dependent upon your Company for their livelihood, who perform work also being performed by your employees, or who work as part of a crew assembled by your Company.
- Don’t classify the same individual as an employee for some jobs and as an independent contractor for others.
- Get written invoices for all jobs.

Troy D. Thompson is a partner with the law firm of Axley Brynelson, LLP. He can be reached at (608) 283-6746 or tthompson@axley.com.

Diversity Works: Appreciating Diversity During the Holidays



Diversity's About More Than Just a Simple "Happy Holidays" Greeting Card

Guess who's not celebrating Christmas this year? Millions of people in the United States.

That's right. Tens of millions of Americans don't celebrate Christmas religiously, either as followers of non-Christian religions (Buddhists, Muslims, Hindus, Jews) or as individuals with no religious affiliation. Because many stores tap into the cash value of Christmas with their plethora of Santas, ornaments, and Christmas fanfare at your nearby mall, we can easily overlook the depth of the diversity present in America during this season. In reality, many different events, both spiritual, religious, and tradition based, are being celebrated in many different ways during these times.

It used to be that being inclusive meant sending out politically correct "Happy Holidays" greeting cards and changing Christmas office parties to "holiday parties." Today, inclusiveness and diversity is about more than just changing labels and titles. Diversity and inclusiveness is about using the holiday celebration time to be with friends and family to build understanding and awareness about others.

Three Ways to Build Your Awareness of Diversity and Create an Inclusive Holiday Environment

Learn about other religious or holiday celebrations. Carve out some time from online shopping or a holiday TV show to learn about another culture's celebrations during this time. Watch a TV special about other celebrations, do a Google search on a holiday, or check out books at your local bookstore while gift shopping. Share your learning with others, and use it as a chance to expand the conversation at parties and at the dinner table.

Make no expectations about other religious or holiday celebrations. Realize that people celebrate a variety of holidays during this time of year, and some people choose to celebrate none. Be respectful of these differences by taking interest in other people's traditions and making them feel welcome. Don't be afraid to ask people what holidays they celebrate.

Find out what they do during this time of the year that is special. Let it be an opportunity to learn about different cultures and religions and the traditions that accompany them.

Mark your calendar and your address book with other scheduled religious or holiday celebrations. If the calendar or PDA you use does not list holidays like Kwanzaa, Hanukkah, Ramadan, and Diwali, find out the dates and record them as reminders. Many programs like Microsoft Outlook allow users to add calendar dates for celebrations from different parts of the world automatically, making this task quick and effortless. Take a few minutes to mark your address book with the holidays that people celebrate. When writing holiday cards, recognize their holiday, and include a little hand-written note acknowledging their celebration.

A Note for Employers about Religious or Holiday Celebrations

Here are a few extra things employers can do to make their workplaces more inclusive during the holidays.

- Make sure your holiday party isn't a Christmas party in disguise. Decorations and food should be general, and not specific to any religion.
- Consider having a New Year's party instead of a holiday party. This type of party can get everyone on board with the company's mission and vision for the New Year.
- Post holiday greetings on your webpage and Intranet for many religious holidays.
- Be respectful of these special dates, and plan events and meetings around various holidays.
- Display a multi-cultural calendar to help all employees stay aware of important cultural events for the rest of the year.
- Be flexible with the needs of different employees about religious or holiday celebrations.
- Encourage employees to share their celebrations through stories, decorations, and foods that they can bring to their workplace.

Author Simma Lieberman helps organizations create environments where people can do their best work and be successful. She specializes in Diversity and Inclusion, Diversity Dialogues, and Eliminating Fear and Self-doubt. Simma is the co-author with Kate Berardo and George Simons of the book, *Putting Diversity to Work*. She can be reached at www.simmalieberman.com.

Your Foundation @ Work ~ Fueling the Talent Engine

In 2005, the Foundation introduced a new DVD entitled Fueling the Talent Engine: Finding and Keeping High Performers. This case study of Yahoo Inc. demonstrates strategic HR in action. Through a series of interviews with senior Yahoo executives, the video explains how Yahoo's talent management strategy builds competitive advantage for the organization. The DVD includes a bonus discussion guide and a PowerPoint presentation on the organization. This is an ideal resource for professional development, chapter programming and academic settings. Subtitles are included in Spanish, Japanese and Chinese. The DVD is available from the SHRMStore. This educational product was made possible by your generous donations to the SHRM Foundation.

Remember to recertify!

Recertification demonstrates your continued dedication to stay up to date with the rapidly changing HR profession. To retain the PHR, SPHR or GPHR designations, HRCI requires all certificants to recertify every three years. Go to HRCI.org for details on recertification.

Certification Study Group Forming

Interested in testing for your PHR/SPHR/GPHR certification? If so, please contact Melissa Benson, Certification Chairperson at melissa.benson@bourns.com. In addition, if we have enough interest, a study group will be formed with time and location to be announced. BHRA has SHRM Learning Systems that will be utilized in the study group and are available for individual check out. Next Testing Window is May 1, 2007-June 30, 2007.

If you are interested in taking the PHR, SPHR, or GPHR exam during the next window, the registration deadline is March 16, 2007. Go to www.hrci.org for more information, or to register online.

Job Opening @ Beloit College

Category: Human Resources
Title: Employment/Safety Coordinator
Job Desc: Beloit College is seeking an Employment/Safety Coordinator. .
Exposure: Open to Outside Organizations
State: WI
Organization: Beloit College
Location(s): Beloit, WI

Responsibilities:

This is a full time position. The individual coordinates and monitors recruitment, hiring, orientation; development and implementation of employee safety programs; and maintains records for Workers' Compensation and OSHA reporting.

Experience Needed:

Bachelor's degree with directly related work experience or equivalent combination of education, training and work experience required

Contact Info:

Submit cover letter, resume and references to: Beloit College, Human Resources Office, 700 College St., Beloit, WI 53511 or humanres@www.beloit.edu. Review of applications will begin immediately and continue until the position is filled. Beloit College is committed to the educational benefits of diversity and urges all interested individuals to apply.

BHRA wishes you
Happy Holidays!

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Other Contact information:

Wisconsin SHRM
www.wishrm.org

National SHRM
www.shrm.org

HR Certification Institute
www.hrci.org

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

The Center on Education and Work at University of Wisconsin-Madison is seeking proposals for concurrent and roundtable sessions for its 21st annual Careers Conference...

**Careers Conference 2007: Building Futures that Work
January 30-31, 2007
Madison, WI**

This Careers Conference is widely recognized as the premier conference for anyone concerned with education and career issues.

Proposals are sought in all areas of education for work and career development practice, service, and delivery. Presenting is a great way to build your professional portfolio, make connections with others from across the nation, and share your experience and expertise.

The deadline for submission is **August 15, 2006**.

Next Month's Issue of The Source:**Information on January's Breakfast meeting**

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 or suggestions for the BHRA Newsletter, please let us know!

Contact Information:

Lindsay Hall at Bliss Communications, Inc at (608)755-8301 or email lhall@gazetteextra.com.