



Blackhawk Human Resource Association

October 2004
Newsletter



**Serve the
Professional,
Advance the
Profession**



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Message from the President

For members who recently joined BHRA, we welcome to our organization!

We had a great turnout at our first meeting of the year on September 14. Troy Thompson, Attorney with Axley-Brynelson, LLP in Madison, provided a very informative presentation on the recent changes to the Fair Labor Standards Act that became effective on August 23, 2004. The presentation materials were an excellent reference for determining if a position qualifies for the "White Collar" exemption under the new federal regulations. We also had two prize drawings at the meeting – Anna Basile from Fagan Chevrolet-Cadillac won a registration for the WI SHRM State Conference in October and Gregg DeVries from Metso Paper won a \$25 SHRM Gift Certificate. Congratulations Anna and Gregg!

The WI SHRM State Conference is coming up next week, October 6 – 8 in Appleton; we hope that many of you are able to attend the conference. The WI SHRM State Council and Conference Committee have done an outstanding job in putting together a quality conference. If you are interested in attending but have not registered, it's not too late!!! For more information on the conference, visit the conference website at:

http://wishrm.org/state_conf_04/info.html.

On September 30, BHRA kicked-off a new networking event for BHRA Members – HR Happy Hour. The event is an opportunity to get to know other HR Professionals and engage in conversations that we may not otherwise have the time to do so. Please plan to join us on October 28 for the next HR Happy Hour. More information will be announced in mid-October.

I hope to see you at many of these upcoming events!

Brian Gohlke, SPHR

BOARD OF DIRECTORS, 2004-2005

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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/governments/hrvoice>

MEETING SCHEDULE FOR BHRA 2004/2005 SEASON

DATE	TIME	LOCATION	SPEAKER	TOPIC
Oct 12th	Lunch	Janesville Country Club	Tom Osterholz, TRICOR Insurance & Financial Services	Return to Work
Nov 9th	Dinner	Best Events	Michael Maciekowich, Astron Solutions	Performance Management
Jan 11th	Dinner	Butterfly Club	Mary Jo Villa, SPHR, Bliss Communications	HR Role Models
Feb 8th	Dinner	Alfresco	None	HR Games/Sponsor a Student Night
March 11th	Breakfast	Holiday Inn Express	Legislators	Legislative Update
April 12th	Lunch	Rock Co. Job Center	Ed Wood, SPHR	HR for Supervisors/Managers
May 10th	Dinner	Dominico's	Milton Perkins, MHRM, SPHR	The Value of Human Capital: Understanding Cultural Nuances

BHRA October Meeting

Don't miss this opportunity to network with your local safety professionals! Rock River Safety Council members will be joining us on Tuesday, October 12 for a lunch meeting at the Janesville Country Club. Tom Osterholz and Brenda Rice from Tricor Safety Consulting will be presenting on Return to Work. They will focus on the challenges of getting people back to work, the advantages and disadvantages of offering light duty, tips for communicating with health care providers, and the differences in policy/strategy for work-related injuries vs. non-work-related injuries.

Tom Osterholz is the Manager of TRICOR Safety Consulting, a division of TRICOR Insurance & Financial Services. Tom was the Safety Manager for Farmland Foods in Dubuque, Iowa prior to joining TRICOR in July of 2000. He has 30 years of Safety/Loss Control/Workers Compensation experience. Tom earned his BS in Industrial Safety from the University of Wisconsin-Platteville.

Brenda Rice, an Accident Prevention Specialist for TRICOR Safety Consulting, has over 10 years experience specializing in a wide variety of industries. Brenda assists clients in implementing workplace safety programs and preventing injuries that will optimistically allow your company to realize the benefits of lower workers' compensation costs. Brenda has a BS in Business from Upper Iowa University.

RSVP now for the October meeting at www.bhraonline.org. See you there!

SHRM Foundation Contribution Report

Chapter Contributions By State

STATE	1998	1999	2000	2001	2002	2003	2004
Iowa	\$1,550	\$2,200	\$1,850	\$2,425	\$2,400	\$2,700	\$1,460
Illinois	4,576	4,902	5,602	4,828	4,850	4,953	250
Indiana	1,350	2,650	3,652	4,621	5,520	4,352	2,138
Michigan	1,450	2,050	2,585	2,800	2,840	3,142	366
Minnesota	1,300	1,400	1,387	2,320	2,195	2,345	200
Nebraska	1,000	1,050	850	650	475	1,113	588
North Dakota	750	825	850	700	2,100	1,500	1,200
Ohio	5,979	6,479	6,281	10,205	9,424	8,541	1,490
South Dakota	375	550	1,085	550	650	950	250
Wisconsin	1,950	1,900	1,900	2,450	2,950	3,550	1,000
GRAND TOTAL:	\$20,280	\$24,006	\$26,042	\$31,549	\$33,404	\$33,146	\$8,942

State Council Contributions By State

STATE	1998	1999	2000	2001	2002	2003	2004
Illinois	\$250	\$250	\$1,400	\$0	1,000.00	\$1,000	\$745
Indiana	275	500	602	1000	1,000.00	1,506	80
Iowa	100	250	250	250	250.00	250	
Michigan	500	500	500	1000	1,000.00	1,100	
Minnesota	500	600	600	600	780.00	600	
Nebraska	250	284	292	350	250	200	
North Dakota	125	150	350	350	350.00	350	350
Ohio	1000	1000	1000	1000	1,000.00	1,000	
South Dakota	200	100	100	100	100.00	100	
Wisconsin	500	1000	1300	1000	1,300.00	1,335	
GRAND TOTAL:	\$3,700	\$4,634	\$6,394	\$5,650	\$7,030	\$7,441	\$1,175

Chapter Donations				2001	2002	2003	2004	
HRMA Southeastern Wisconsin, Inc.	WI	\$400	\$400	\$400	\$400	\$400	\$400	
Greater Madison Area SHRM, Inc.	WI	\$200	\$250	\$200	\$200	\$250	\$400	
Blackhawk HRA	WI	\$500	\$500	\$500	\$500	\$500	\$500	
Fox Valley Chapter - SHRM	WI	\$250	\$100	\$0	\$0	\$100	\$250	
Central Wisconsin SHRM	WI	\$250	\$250	\$250	\$500	\$500	\$500	
Sheboygan Area Chapter SHRM	WI	\$100	\$100	\$200	\$200	\$250	\$250	
Chippewa Valley SHRM	WI	\$250	\$250	\$250	\$250	\$250	\$500	
LaCrosse Area SHRM	WI	\$0	\$50	\$0	\$200	\$0	\$100	
Fond du Lac Area HRA	WI	\$0	\$0	\$0	\$0	\$0	\$100	
Stevens Point Area HRA	WI	\$0	\$0	\$0	\$0	\$200	\$200	
Green Bay Area Chapter of SHRM	WI	\$0	\$0	\$0	\$100	\$100	\$100	
Lakeshore Area HRA	WI	\$0	\$0	\$100	\$0	\$300	\$300	
Jefferson County HRMA	WI	\$0	\$0	\$0	\$100	\$100	\$100	
Sauk County Personnel Assn.	WI	\$0	\$0	\$0	\$0	\$0	\$50	
SHRM - Dodge County	WI	\$0	\$0	\$0	\$0	\$0	\$50	
		\$1,950	\$1,900	\$1,900	\$2,450	\$2,950	\$3,550	\$1,000

YOU TALKED. WE LISTENED.

Thanks to a great response from our membership as to what kind of fun social events you would like to have available as BHRA members, we chose one of the easiest to implement, and most non-committal (for those of you with impossible schedules!).

HR HAPPY HOUR! Come and join your HR friends for some informal networking time and unwind from that long day of problem solving! HR Happy Hour will 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 announce 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, October 28th from 5:00 pm – 7:00 pm. at a Beloit location to be announced. For more information, contact Jackie Swanson or Jennifer Anderson.

Workforce Readiness

This year the BHRA board has added a new program - Workforce Readiness. As HR practitioners, we are directly linked to the workforce of the future and have the ability to improve the quality and skills of those coming into the workplace. Whether we are hiring for entry level or highly skilled positions, we all know the value of a well-prepared workforce. What we don't often consider is how that preparation occurs - can teachers and/or families prepare students for all aspects of employment?

Workforce Readiness (previously known as the School-to-Work Program) has been an initiative of SHRM for several years. The program's key components are preparing students to enter the workforce by making education aware of workplace needs and assisting adults who are entering or re-entering the workforce. Workforce Readiness programs/events facilitate collaboration between education, employers/HR and the community. Being involved is a very visible way to advance the profession and serve the professional.

Many of us are already involved in community programs and can share the knowledge we have about our workforce needs. To help us assess current resources, promote activities and involve our members in this effort, we are looking for feedback from employers or individuals who already participate in workforce readiness activities. If you are involved with resume review, job shadowing, mock interviewing, or some other workforce preparation program, please contact Theresa Carroll (Adecco 608-752-1800 or theresa.carroll@adeccona.com) or Lori Rhead (Beloit College 608-363-2630 or rheadl@beloit.edu).

BHRA ANNUAL SEMINAR

Mark your calendars now for the 2005 Annual BHRA Seminar

Date: Thursday, March 31st
Location: Rock County Job Center 1900 Center Ave. Janesville, WI
Sessions: AM (approx. 9 am - Noon includes lunch)
PM (Noon includes lunch 1 pm - 3:30 Approx.)

As in the past, we will have 3-4 different topics/speakers.
New this year - Vendor booths

During the lunch hour, we will be having a variety of vendors in a separate room with information about the services they provide. If any of our members have suggestions on potential vendors to invite, please contact:
Lesa Crawford, Seminar Coordinator 608-373-2803

Foundation Article

Your Foundation at Work: Making Mergers Work

The **SHRM Foundation** book, **Making Mergers Work**, is making headlines! Based on a joint study with Towers Perrin on the role of human resources in mergers and acquisitions, the book clearly demonstrates that HR's early strategic involvement in the M&A process directly impacts its chances of success. If your organization is planning a merger, be sure to pick up your copy of **Making Mergers Work, the Strategic Importance of People** from the SHRMStore. The book provides detailed information on how HR can add value at every stage of the M&A process. A review in *Soundview* says "this book gives [HR] the tools necessary for creating careful planning and implementation, realistic expectations, and consistent, well-conceived communication with employees." To read an executive summary of the findings or to purchase the book, visit www.shrm.org/foundation.

The SHRM Foundation: *Leadership for Changing Times*

WELCOME NEW BHRA MEMBERS!

Kris Armann, Director of Human Resources - Beloit Memorial Hospital
Daryl Castona, Labor Relations Manager – Lear Corp.
Jodi Dirks, Professional Recruiter, - Manpower
Anne Douglas, Training Manager – First National Bank & Trust Company
Carla Edgar, Development and Training Manager - Blain Supply, Inc.
Bradley Jacobson, HR Manager – Durst Div., Regal- Beloit
Tina La Due, Operations Manager – First Community Credit Union
Breanda McCumber, Payroll & Benefits Coord.- Blackhawk Comm. Credit Union
Jeff Powers, HR Generalist - ABC Supply Co.
Michelle Schaff, - Amtec Corporation
Jenny Swales, HR Administrator - Data Dimensions Corp.

BHRA Scholarship Information

Blackhawk Human Resource Association Scholarship: Now Accepting Applications!

The Blackhawk Human Resource Association is proud to announce that it will once again be offering educational scholarships to the children of employees of BHRA member companies:

Two (2) \$500.00 Scholarships will be presented to college juniors or seniors presently majoring in human resources or a closely related field. These scholarships are also open to UW Whitewater students who are majoring in HR and are *also members of SHRM*.

Full scholarship details, requirements and application packets will be sent out this week to all member companies of the Blackhawk Human Resource Association via email. The deadline for applications to be submitted to us will be Friday, December 17th. The two winners will be announced at our monthly meeting in January of 2005.

We are very excited to be offering these scholarships, and hope that our members will take full advantage of this opportunity to give the gift of education to a young person!

If you would like further information, please contact the Scholarship Chairperson, Jackie Swanson, PHR at (608) 676-2288, x-1103, or email jswanson@scotforge.com.

Have You Renewed Your BHRA Membership Yet?

As you may be aware, BHRA has been hosting the Annual Membership Drive over the past several weeks. To date, there are a number of you we haven't heard back from. Consider that there are many benefits to keeping your BHRA Membership current. Let's review just a few of them:

- Professional Development Opportunities
- Networking Events
- Professional Resources

We ask that those people intending to renew or join BHRA contact Crona Kamppi, our Membership Chairperson, immediately, as we would like to finalize our Membership Directory by October 8th. We know the directory is an invaluable resource to all of you, and would like to get it updated and mailed out as soon as possible.

If you do not renew your membership with BHRA, you will no longer receive communications from us, including meeting announcements, newsletters, membership directories, legal and other updates. So don't delay – mail it today! We look forward to our professional association with you again this year!

Thank you, The BHRA Board of Directors

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 hendee@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 September. 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	Sept. 20, 2004	Nov. 5, 2004	Nov. 15, 2004-Jan. 15, 2005	
GPHR	Sept. 20, 2004	Oct. 4, 2004	Nov. 15-Dec. 15, 2004	
2004 PHR EXAM FEES				
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!](#)

PHR and SPHR certification is intended for professionals who have at least two years of exempt-level (professional) HR work experience. Eligibility is determined by the information found in the work experience section of the application. HRCI also offers a special student/recent graduate category. For more information about taking the exam as a student/recent graduate, please see "Student/Recent Graduate Eligibility Requirements" in this handbook.

STUDYING FOR THE EXAM

Before undertaking a study program, take a few minutes to learn how the exams are developed, who develops them, how item writers are trained to write questions that discern a person's HR knowledge and the steps taken to ensure the exams are a reliable measure of that knowledge. This information, available on the HRCI homepage at www.hrci.org, will provide valuable background as you prepare for the exam.

SELF-ASSESSMENT, STUDY MATERIALS AND PREPARATION COURSES

HRCI Online Assessment Exam - HRCI offers an online assessment exam for both the PHR and SPHR exams. This assessment will help determine if you are ready to take the exam by assessing strengths and weaknesses in each of the six functional areas of HR. This will help focus study efforts. To learn more about the assessment exam and cost, please visit the HRCI web site at www.hrci.org.

PHR and SPHR Exam Functional Areas

	PHR	SPHR
Strategic Management	12%	26%
Workforce Planning and Employment	26%	16%
Human Resource Development	15%	13%
Compensation and Benefits	20%	16%
Employee and Labor Relations	21%	24%
Occupational Health, Safety and Security	6%	5%

Hopefully this will have provided enough information to help you decide whether or not you wish to prepare and take a certification exam. 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
Certification Chair 608/364-6617

INFORMATIONAL LUNCH AT ROCK COUNTY JOB CENTER

On Thursday, October 7th, the Rock County Job Center will once again be hosting their monthly informational lunch for employers. This month's topic is, "Code of Conduct and Policy Requirements for Employers", presented by Bob Simandl - Gardner, Carton & Douglas.

Anti - Trust. Price Fixing. Corporate Misdealing. And the list goes on. In the ever changing corporate environment where employers are faced not only with the external challenges but the internal as well, the establishing of a Code of Conduct will help employers defend against Department of Justice challenges under the Robinson-Patman Act as well as to help define corporate officer responsibility.

Bob Simandl of Gardner, Carton & Douglas will help the participants define the terms critical to them in the development of a Code of Conduct and also discuss employment policy considerations and restrictive covenants, including the enforceability of such provisions.

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.

Humor in the Workplace



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.