

SPS SHRM BOARD MEETING

April 13, 2023

4:30 PM

KPG Psomas



MEETING MINUTES

SPS SHRM Mission Statement

We develop and connect South Sound Human Resource professionals by providing strategic and practical tools and resources. We actively engage our members to ensure our services are timely, innovative, and relevant.

Attendees

X = Present A = Absent E = Absent/Excused

X	Cheyenne Schaefer, President	E	Lola Ridgley-Wagar, Social Media
X	Holly Eckert, President-Elect/SHRM Foundation	X	Melina Mwangi, Treasurer
X	Amber Amantea, Membership Director	X	Michael Holloway, Programs
X	Bak Hashimi, College Relations	X	Michele Zwosta, Hospitality Director
X	Denise Scott Altheimer, DEI	X	Misty Howser, Certification
X	Elisa Baird, Legislative	E	Taylor McFarland, Workforce Readiness
X	Kindra Davidson, Secretary		

Meeting Discussion

Topic

General

- President (Cheyanne): Call meeting to order
- Secretary (Kindra): March minutes are approved and posted

President's Report (Cheyanne)

Main Focus: Lead chapter in proactive and progressive direction, help set chapter goals and manage accountability

2023 Goals for my position: Help us continue to achieve our objectives on the 5-year plan, and support Holly in learning the Presidency role.

Meeting Updates:

- Quick Check-in
- Submission for Platinum level Excel Award complete

- November 16-18, 2023, Washington, D.C. Invitation-only - Attendees (President, President-elect, Membership/officer)
- 5-year plan and focus
- WA State SHRM will not be announcing Chapter Leadership Award winners until August Board meeting.
- Ad Hoc Committee for Email Logistics:
 - Cheyanne
 - Kindra
 - Michael

President-Elect/SHRM Foundation (Holly)

Main Focus: Organize the annual membership appreciation event, support the President, assist President with annual SHRM reporting requirements, organize the annual SHRM Foundation fundraiser

2023 Goals for my position: Help SPS SHRM run more smoothly by serving as a resource for other board members. Connect SPS SHRM and businesses that serve the HR profession and increase sponsorships. Connect the chapter board, members, and SHRM Foundation with the July 27 event.

Meeting Updates:

- Swag for Springing Ahead needed by 4/24
 - Motion to spend \$500 on cookies that we will package with SPS SHRM logos to include as swag. All Approved.
- Motion to reimburse Board members the \$65 registration fee for Springing Ahead (estimated \$390). All Approved.
 - Email Melina with your registration confirmation and she will reimburse.

Treasurer (Melina)

Main Focus: Manage and update chapter finances

2023 Goals for my position:

Meeting Updates:

- We generated \$6,021.25 of income. We received two SHRM donations totaling a little over \$3K and a \$3K sponsorship from OneDigital! We came in a couple thousand over budget for the month which is great news.
- Expenses were under budget by a little over \$3K. Major expenses were \$1,000 speaker fees we paid to Humin Inc, for the April Speaker series and \$1,012.31 which was for the HydroFlasks.
- Overall our net revenue for the month of March was \$3,608.93 and close to \$5K YTD.

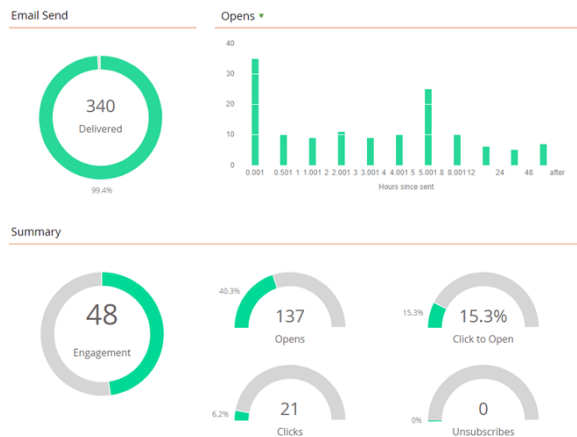
Membership (Amber)

Main Focus: Maintenance and approval of all members, membership directory, and supporting website content in regard to memberships.

2023 Goals for my position: To help grow membership by 7%. Rollout quarterly onboarding virtual meetings for new members. Send 2 eBlasts each quarter to drive at large members within SHRM National. Follow up with each non-member from events thanking them for attending and asking how I can assist in them joining.

Meeting Updates:

- Activity on our membership with Tacoma-Pierce County Chamber of Commerce:
 - **eNews ad views:** 6378
 - **eNews ad clicks:** 135
 - **Social media share views:** 313
- 341 Members
- 131 Certified Members
- Down 4 Members from March
- Stats from our SHRM Eblast sent on 3.6.23. Engagement was up from last 1.30



- Coffee w/new members on hold as we wait for new tumblers. They came in, but the engraving was off on some and we had to send them all back.

College Relations (Bak)

Main Focus: Connect local colleges to SPS SHRM and encourage involvement and focus with HR

2023 Goals for my position:

Meeting Updates:

- April 29, Bak will attend Tacoma Community College business class.
- Bak/Michael/Kindra will explore opportunities for board members to offer service to students:

DEI (Denise)

Main Focus: Monitor and evaluate on a continuing basis local activities concerning diversity issues. Spearhead the effort to diversify the chapter's membership/leadership and to publicize successful diversity programs in the local community.

2023 Goals for my position:

- Develop and expand awareness, knowledge, and engagement of DEI among members.
- Provide useful, ready-to-benefit systems and strategies that enhance members' DEI efforts at their respective organizations.

Meeting Updates:

- Denise will send an e-blast to our members soliciting feedback about their DEI learning goals.

Legislative (Elisa)

Main Focus: Monitor and update the board and chapter members with any changes to Washington state and Federal Laws and compliance. Attend Washington state legislative board meetings regularly. Lead efforts in awareness around what issues are being discussed by employers and lawmakers in Washington state.

2023 Goals for my position: Learn my position and network with other Legislative Directors

Meeting Updates:

- Yesterday was the last day for bills to make it completely through both the House and Senate, except those related to budget.
- Lawmakers pass workers' comp bill: The state Senate passed legislation impacting employers that provide workers' compensation benefits directly to employees. Self-insured employers include public school districts, counties, public and private hospitals, non-profits, and large private employers across many sectors, covering more than one million workers in Washington.

Quick Update on bills that directly affect employers:

- Concerning the employment of individuals who lawfully consume cannabis: Senate Bill 5123 passed by the Washington House of Representatives on March 29, 2023, would make it illegal for an employer to discriminate against a potential employee for off-the-job use detected via non-psychoactive cannabis metabolites, which drug screens can detect anytime within 30 days of use. The bill aims to allow applicants further access to job opportunities unrestricted by past use of cannabis.
The bill provides a few notable exceptions. Marijuana testing is still allowed in the following situations:

- When performing testing that relies on psychoactive metabolites;
- When testing for purposes other than pre-employment screening, such as post-accident or reasonable suspicion, in the goal of maintaining a drug-free workplace;
- Testing for job positions that require a federal background check or security clearance, or jobs with federal funding or federal licensing-related benefits;
- Job positions in the airline or aerospace industries, as well as firefighters, police, and corrections officers; and
- Employers performing a DOT drug testing program subject to 49 CFR part 40.

Once approved by the Senate and the Governor, the act will take effect on January 1, 2024.

- Personnel records: House Bill 1320 has died after failing to move out of the Senate Ways & Means Committee last week.
- Paid family and medical leave: Two bills to help stabilize and support the state's PFML system are moving forward. Senate Bill 5586 would allow employers to access certain employee paid family and medical leave data so the employer

can administer claims on paid time off and other HR functions. Senate Bill 5286 implements a bipartisan plan that AWB helped negotiate to stabilize the state's Paid Family and Medical Leave program. Of particular importance is re-allocating \$350 million (initially funded last year) to help set up a PFML reserve fund.

- Tax and fiscal bills:

- Clean manufacturing: Senate Bill 5269 passed the House 95-2 on Thursday. Includes a study of how the transition to net-zero emissions will impact the manufacturing sector. The bill directs the state Department of Commerce to develop an independent assessment strategy of new and emerging industries to meet emissions targets and strengthen the state's manufacturing base.
- B&O tax credit for employee ownership: Senate Bill 5096 has unanimously passed the Senate and is awaiting a vote on the House floor. This bill provides a business and occupation tax credit for companies that switch over to an employee ownership structure. (Studies show that employee ownership increases employee wages, wealth, satisfaction and retention, and encourages businesses to stay locally owned.)
- Local tax increment financing program: House Bill 1527 has moved to the Senate floor for a vote. The bill makes technical corrections to tax increment financing areas and requirements. The bill fixes the definition of real property to ensure private investments on publicly owned land are included in the increment value and that government-owned facilities are eligible projects. Tax increment financing is an important economic development tool that also preserves property tax principles.

- Energy and environmental legislation:

- Energy siting: House Bill 1216, which aims to make it easier to site clean energy facilities, passed the Senate 30-18 on Saturday.

Secretary (Kindra)

Main Focus: Ensure meeting minutes are recorded correctly, agendas are prepared, information is stored and shared in an efficient manner, and meeting minutes are uploaded to the member website timely.

Social Media Director (Lola)

Main Focus: Manage social media channels, support website updates, keep job board on SPS SHRM's website up-to-date, support with marketing efforts

2023 Goals for my position: Get more familiar with SPS current presence on social media, find ways to gain more exposure to our website, our educational sessions, and membership opportunities

Meeting Updates:

- Absent

Hospitality Director (Michele)

Main Focus: To increase member experience through supporting organization of events, locations, registrations; manage Eventbrite (for both virtual and in-person events); greet members upon arrival (in-person)

2023 Goals for my position: Find a home for our in-person meetings.

Meeting Updates:

- 25 currently registered for our 4/20/23 meeting (\$450 gross, 8 free tickets)
 - This is what we initially estimated (25), and what is on the contract
 - Should we bump the number up a couple just in case?
 - We cannot reduce the contract number after 4/14/23, but can likely increase it.

Programs (Michael)

Main Focus: Organize breakfast meeting topics, coordinate with speakers, support material development, apply/get HRCI/SHRM credits for upcoming events. Support website maintenance.

2023 Goals for my position: Bring relevant topics that help elevate our members in their HR knowledge.

Meeting Updates:

- If you haven't registered for the April 20th Chapter Meeting, please do so, we'd love to see more board participation
 - Tech check scheduled for Monday April 17th, who else will be joining?
- Springing Ahead Conference
 - Currently 60+ registrations
 - Please register if you are able to join, final numbers due to Ocean5 on 4/19
 - Name tags to be printed with chapter logos
 - Looking for 1 more sponsor
 - Swag due to Monica Blackwood by 4/26
 - Table tents will include QR code to chapter sites for member
 - Do we have a rolling slide deck? Opportunity to promote member appreciation event.
- Working on scheduling strategy session for October half-day event with Jon Orozco - workshop on workplace investigations.

Certification (Misty)

Main Focus: Provide members with resources and information to help them obtain SHRM certification.

2023 Goals for my position: To grow my leadership skills under mentorship by our SHRM Board so that I can create a successful resource for our members.

Meeting Updates:

- Continuing study groups - there is lots of interest in the study groups already.
- Q1 had 11 new certifications in our member population.
- Will put out a monthly email blast for our members to encourage certification.

Workforce Readiness (Taylor)

Main Focus:

2023 Goals for my position: Develop the Workforce Readiness position on the Board.

Meeting Updates:

- Absent

Action Items

Previous Items

1.1 Please register for upcoming events - ongoing

New Items

4.1 Denise will send an e-blast to our members soliciting feedback about their DEI learning goals.

Closing Items

Time Adjourned

- 5:55 PM

Next Meeting

- May 11, 2023, [Zoom](#)

President, Cheyanne Farr

Secretary, Kindra Davidson