



# South King County Human Resource Association



Issue: September 2009

## Sept 18, 2009 Breakfast Speaker

Register at [www.skcnhrma.org](http://www.skcnhrma.org)

### Management Coaching Skills for HR Professionals

Whether you are helping a struggling manager meet expectations or preparing a high potential leader to take on even loftier responsibilities, the internal management coach needs a strong complement of skills to get this work done. Coaching is a big leverage point in organizations. If we reach one manager, we are reaching every employee that he or she influences.

If you've ever wondered what management coaching is all about, how to begin a coaching program, what key skills are required, or how to establish trust with your management team, this session is designed for you. At the conclusion of the event, attendees may sign up to receive a free "coaching starter kit" from Cheri.

By the conclusion of this training, participants will:

- Understand the strategic impact of management coaching, particularly the impact that coaching can have on organizational performance and the bottom line.
- Understand the five core skills involved in coaching leaders, and how to begin using those skills to increase leader performance.
- Understand the role that Trust plays when coaching leaders, and how to avoid the ethical pitfalls that can emerge when HR takes on a coaching role.
- Know how to identify situations where coaching is appropriate, and how to manage conditions for success.

#### Cheri Baker, SPHR

Cheri Baker is the owner of Emergence Consulting, a firm which helps employers develop, motivate, and retain high performing workforces. Cheri is known for her work in healing dysfunctional teams and turning problem managers into strong and capable leaders.

Cheri has educated leaders and teams across industries, ranging from healthcare and high tech to arts, academia, and manufacturing. As an HR Manager, Cheri successfully led numerous human capital programs ranging from interdepartmental training initiatives to the creation of performance management systems.

Cheri holds a Masters degree in Organizational Psychology from Antioch University in Seattle, and is a SPHR. She writes about her consulting experiences on her blog: The Enlightened Manager.

#### Inside this Issue:

President's Letter	2
Registration Changes	4
Free SHRM Membership	5-6
Possible Flooding	7
Meeting Registration	12
2009 Board Members	13

#### Upcoming Meetings:

October 13\*, 2009  
**Diversity**

November 19, 2009  
**5 Easy Ways for  
Employees to Rip off  
Employers**

\*Altered schedule due to room availability

## **President's Letter**

While playing fetch with my beagle the other day I realized two things: Beagles don't fetch very well and I have spent 4 dog years in the field of human resources (28 people years). In that time there have been many changes as the profession has changed from personnel to human resources. The evolution from hiring/firing and recordkeeping to actual participation in the strategic planning in the company has taken a few years (decades), but most modern day organizations recognize the value of viewing employees as a resource and not only an expense.

Currently the economic climate threatens to force companies to look at people as a payroll expense while the political climate focuses attention on employee benefits and other employer offered programs. For business owners, trying to operate profitably while treating employees fairly and legally, the need for human resources advice and counsel is greater than at any other time in my career.

Over the years the value of HR professionals has increased as more state and federal guidelines have been established and technology has changed. Ten years ago text messaging was an unknown and now text messages are a discoverable piece of evidence in harassment cases. The modern human resource professional is asked to provide input that considers all aspects of the business; from finance and operations to information technology.

As you encounter new challenges which may seem outside of the "regular" realm of human resources, remember your contacts within the chapter. Many members come from backgrounds other than HR and have expertise from accounting to marketing and even experience operating their own business. First and foremost, the chapter is a social network. Use this network to increase your value within your organization and bring your experience and expertise to others within the chapter. As a group, we all gain from others experience and, I know that many members have backgrounds that far surpass mine.

I hope everyone is having a wonderful summer and looking forward to the events of the Fall as we move toward our annual Sip 'n Shop fundraiser. Volunteers are always welcome.

Bryan Price  
President



2009 Chapter Meetings			2009 Board Meetings	
CenterPoint Conference Center All meetings are held on Thursdays			Washington Employers, Inc., Kent If not on the Board but interested in attending a meeting, please contact Bryan Price at 206-276-9477	
September 18*, 2009	Breakfast	7:15 am - 9:00 am	September 11, 2009	7:15 am - 8:30 am
October 13*, 2009	Lunch	11:15 am - 1:00 pm	October 9, 2009	7:15 am - 8:30 am
November 19, 2009	Dinner	5:15 pm - 7:00 pm	November 13, 2009	7:15 am - 8:30 am
December 17, 2009	Breakfast	7:15 am - 9:00 am	December 11, 2009	7:15 am - 8:30 am
<b>*Altered schedule due to room availability</b>				

**Website Design by Roger Gervin**



Roger Gervin  
www.rgervin.com  
roger@rgervin.com  
253.839.8059

Website Design  
Website Programming  
Website Consulting  
PayPal Connection  
Access Programming  
Excel Programming



## **NEW! Meeting Registration via PayPal**

As announced in last month's newsletter, advance registration for our chapter meetings and other special events are now done via PayPal. This will enable our members and guests to choose whether to pay via a pre-established PayPal account or, to manually enter credit/debit card or electronic fund transfer (EFT) information online, if you don't have or wish to set up, a PayPal account.

Credit cards will no longer be accepted by our Chapter except for purchases at our annual Sip 'n' Shop. People who choose to attend a meeting without registering prior to arrival will need to pay by check or cash at the door.

Meal Deal cardholders must also pre-register online via PayPal to ensure we have adequate seating, order enough food, have sufficient presentation materials and have an accurate registration report.

We've already had several people sign up for our September meeting using PayPal and it seems to be working great for all involved. If you have suggestions or comments about our new PayPal registration process, please let us know at our monthly meetings. *We hope to see you at a meeting soon!*

## Free SHRM Membership Available to Active, Unemployed Members

Unemployment doesn't have to keep active members of the Society for Human Resource Management (SHRM) from being able to take advantage of the organization's many resources when membership renewal time rolls around.

The global HR organization offers one-time free "transitioning membership" for up to one year as a way to help its members stay current on HR issues and provide them with the resources they need in their job search.

"SHRM Transitional Membership is one of those benefits that you hope you don't need, but are glad you have it when the need arises," said Pamela Green, SPHR, SHRM's chief membership officer.

"The tools and resources we offer our members is vitally important to the management of their daily work and are a source of individual career development."

Those resources include:

- Listing in the SHRM online membership directory.
- Print subscription to *HR Magazine* (U.S. members only).
- Online publications, including *HR News*, *HR Magazine*, SHRM Legal Report, Workplace Visions and Staffing Management magazine.
- Access to online research, articles and research papers.
- E-mail bulletins including "HR Week," product and service announcements from SHRM, and more.
- SHRM member mailings (U.S. members only).
- Discounts on SHRM professional development opportunities.
- Discounts on SHRMStore purchases.

SHRM voting privileges and membership in the SHRM Board of Directors or a SHRM Special Expertise Panel are the only benefits that are not a part of transitioning membership.

SHRM members living outside the United States who become transitioning members will have complete access to all areas of SHRM Online, discounts to the SHRMStore and professional development opportunities.

"Our members tell us that being able to stay current on rules, regulations and legislative decisions is important for them to remain thought leaders in their organizations," Green said. "It also helps them stay on top of their game (so to speak) so that when they look for other career opportunities, they can speak to current events and issues that affect a potential employer."

Transitioning membership is open to active SHRM members who are unemployed at the date that their membership expires and for those who become unemployed up to 90 days after their membership lapses. It does not extend to students, and there is no refund if a member loses his or her job after renewing SHRM membership, according to SHRM's web site.

A member's first step in applying for transitioning membership is to contact SHRM—by e-mail, fax or mail—to inform SHRM of his or her unemployment status. The application must be requested and approved before the active SHRM member makes a renewal payment. Members will receive notification when their transitioning membership has been approved and reactivated.

To apply for transitional membership, please fill out this form and send it in: <http://sapphire.shrm.org/www/members/transitioning/application.asp>. For those who have found employment during the transitional period and need to reinstate their regular membership, go to <http://www.shrm.org/about/membership/transitioning/Pages/renew.aspx>.

“Our goal in offering this benefit,” Green said, “is to ensure our members don’t have to worry about where they will go to stay abreast of changes in the HR field while they are looking for other career opportunities.”

By SHRM Online Staff

## Possible Green River Flooding

King County has warned that residents, businesses and farms below the Howard Hanson Dam in the [Green River Valley](#) should prepare now for a higher risk of flooding. Parts of Auburn, Kent, Renton, South Seattle and Tukwila could be flooded and evacuations in some communities are possible.

King County has prepared a variety of information for both businesses and individuals about preparing for a flood. Their web site ([www.kingcounty.gov](http://www.kingcounty.gov)) lists a broad range of available flood preparation resources.

As HR professionals we may start getting questions from our employees whether our business is in the flood area or not. Even if both your business and your employees are located on higher ground, roads and utilities that go through the Valley can affect business operations and an employee's ability to get to work.

Some of the flood-related questions you should be prepared for include: If our business is closed due to flood, will I get paid? Can I use my vacation? If I can't get to work because the road is impassable or my child's school is closed, will my attendance record be penalized? How will I know if the company is open for business if phone lines are down?

Your business could also face many issues even if not in the flood zone. If employees can't get to work, how will the work be prioritized? If in the flood zone, what is the plan to ensure business systems and operations are protected? Is there a process in place for notifying employees not to come to work?

These are just a few of the many issues what will come to light over the coming months.

King County Flood Control District has suggested the following as pertinent information you may wish to share with your employees who live in the flood zone

- Online flood information at [www.kingcounty.gov/floodplans](http://www.kingcounty.gov/floodplans) - updates on developing a family emergency plan, evacuation routes and more
- Purchase flood insurance – it takes 30 days for policy to take effect so if interested, don't wait until the last minute
- Buy an AM radio with batteries
- King County Flood Warning Center – has year-round recorded flood phase information for King County rivers at 206-296-8200 or 800-945-9263; can also call to speak with a staff person during a flood at 206-296-4535 or 800-768-7932

Fortunately we are in the middle of one of the longest dry spells we've seen in many years. Nonetheless, potential flood season could only be a few months off so now is the time to start planning!

## NHRMA's 71st Annual Conference & Tradeshow

Wednesday, September 30 – Friday, October 2, 2009

Oregon Convention Center | Portland, Oregon

[www.nhrmaconference.org](http://www.nhrmaconference.org)



## INVITATION TO ATTEND

The Northwest Human Resource Management Association invites you to connect with HR leaders from across the Northwest at its 2009 Conference & Tradeshow. The conference will feature nationally known speakers that will draw an expected 500+ HR professionals.

Visit [www.NHRMAconference.org](http://www.NHRMAconference.org) for detailed session information and to register online.

<u>Full Registration</u>	<u>Standard</u>	<u>Late</u>
	(4/1 - 8/14)	(After 8/14)
Member	\$499	\$599
Non-member	\$599	\$650
Speaker	\$199	
Faculty	\$100	
<u>One Day Only</u>		
Member	\$375	\$450
Non-member	\$450	\$545
<u>Pre-Conference Workshops</u>		
Concurrent Workshops	\$109	\$119
HR Professionals in Transition Series	\$ 29	

*Our gift to you...*

### **NEW! HR Professionals in Transition Series**

Wednesday, September 30th

8:00 am – 3:15 pm

Registration fee: \$29.00

This full day program is a special event in conjunction with the NHRMA Conference. It provides a day of workshops designed to help those human resource professionals who are in transition, seeking career changes or looking for new opportunities. In addition to the workshops the program includes - participation in the NHRMA Conference opening general session, the Welcome Reception and the Tradeshow on Wednesday, September 30<sup>th</sup>. This event may be attended separately or may be added to conference registration.

Please contact Jaclyn Skrivseth at [Jaclyn@ConferenceSolutionsInc.com](mailto:Jaclyn@ConferenceSolutionsInc.com) if you are interested in sponsorship, exhibitor, or advertising opportunities.

# SAVE THE DATE: October 22, 2009



Save the date for South King County Human Resource Association's Silent Auction to benefit the SHRM Foundation, our Chapter Scholarship Fund, and our newest recipient, Kent Food Bank & Emergency Services.

The 5th Annual "Sip 'n Shop" wine tasting and silent auction is coming soon and we are extending an invitation to you, your friends and co-workers. This is a wonderful opportunity to have a fun night out while networking, supporting the SHRM Foundation, the South King County Human Resource Association Scholarship Fund and the Kent Food Bank & Emergency Services. You will also be able to experience fine wines while bidding on some fabulous gift items or treats to pamper yourself during the silent auction.

**Online registration now available! See our website at [www.skcnhrma.com](http://www.skcnhrma.com) for more information. You can even print an event flyer to share with our friends!**

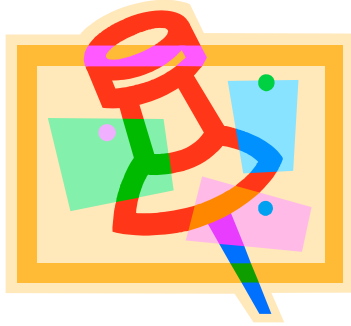
Remember: We're also looking for donations and sponsors. Ask your favorite restaurant, business or service provider if they would consider donating a product or gift certificate. This is a great, inexpensive way for them to advertise their business!!! Plus, their make great auction items! For additional information regarding donations or sponsorships please contact Diane Finley at 206-248-0010 or [diane@winstaffing.com](mailto:diane@winstaffing.com). Thank You.

**Event Date: Thursday, October 22, 2009**

**Time: 5:30 – 8:00 PM**

**Location: Kent Senior Activity Center  
600 E Smith Street  
Kent WA 98030**

We look forward to seeing you on October 22, 2009!



## **JOB BANK**

Have You Checked The Job Bank Lately?

The South King County HRA Job Bank is a resource for companies to list local human resource job opportunities and for job seekers to find those opportunities. It is easy to access through the chapter website at [www.skcnhrma.org](http://www.skcnhrma.org). Simply click on "Job Bank" located on the right side of the blue menu bar at the top of the home page. Click on "Select Here" on the next page to go directly to the job bank site.

The SKCHRA job bank postings are free to organizations and it is a good place to post South King County human resource positions.

---

### **New Chapter Members**

Please welcome the following new members who have designated South King County as their chapter.

Gina Wolverton, Attorney, Jackson Lewis LLP

The word "Welcome" is written in a large, stylized, blue 3D font with a white outline and a slight shadow, giving it a bubbly, celebratory appearance.

# Meal Deal 2009

## Don't Miss this Opportunity to Save!

Your pocketbook, or your employer, will appreciate your cost conscious decision to purchase a 2009 Meal Deal Card. Besides saving money the Meal Deal Card makes registration for chapter meetings a snap by simplifying the payment process to one check/charge and one receipt. No more having to write a check or charge each month. Plus, it also reduces the number of expense reports you have to prepare and reimbursement checks your employer has to process. Those members who have used the Meal Deal Card love the convenience!

You may purchase a convenient Meal Deal Card at any Chapter meeting, good toward attendance at **2009** SKCHRA Chapter meetings of your choice (if you are a SHRM\* member!). If you are unable to attend a meeting, you may have someone else from your organization use your card or you may also use your card for a guest. Plus, your Meal Deal card is good toward \$5.00 off any SKCHRA social event! The following Meal Deal packages are available with savings of 10% or more:

<b>MEAL DEAL CARD COST</b>	<i>Cash/Check</i>	<i>Charge</i>
2009 Meal Deal - 5 Meals	\$90.00	\$94.00

Meal Deal card holders must still notify the Arrangements Chair during the early-registration period for any meeting they plan to attend to insure adequate seating, food and hand-outs are available for everyone.

For additional information contact Gail Gervin  
gailgervin@wa-emp.com  
or 206-664-7246

\*Our chapter is a "100%" chapter meaning our entire membership belongs to SHRM and no additional dues are required to designate us as your home chapter.

Please speak with any Board member if you wish information about becoming a member of SHRM.

## Meeting Registration

Date: **September 18, 2009**

Time: 7:15 am. Registration & Networking

7:45 a.m. – 9:00 a.m. Program

Place: **CenterPoint Conference Center**

20809 – 72<sup>nd</sup> Ave S  
Kent, WA 98032

**Pre-Registration Cost:**

\$20.00 SHRM Members & Sponsored Guests

\$24.00 Non-SHRM Members

\$10.00 SHRM Student Members

**Late or Door Registration Cost:**

\$25.00 SHRM Members & Sponsored Guests

\$29.00 Non-SHRM Members

\$15.00 SHRM Student Members

For your convenience you may pre-register at PayPal. Meal Deal Card holders must still register in advance. If you have questions phone Gail Gervin at (206) 664-7246.

If you choose to attend a chapter meeting without registering prior to arrival will need to pay by personal check or company check made out to **SKCHRA** or cash at the door.

If you must cancel, call Gail Gervin at (206) 664-7246. Cancellations made after the pre-registration deadline are billed, as will no shows.

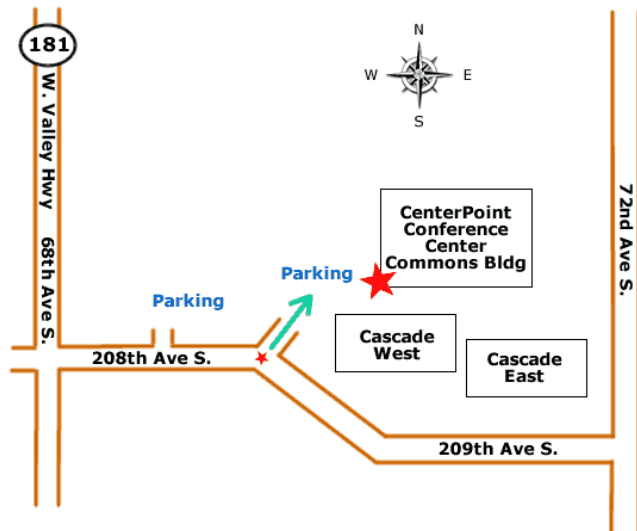
Please include your name, title, and phone number in your correspondence.

Chapter Meeting

**Sept 18, 2009**

Pre-registration Deadline:  
Sept 14, 2009, 12:00 Noon  
CenterPoint Conference Center  
20809 72<sup>nd</sup> Ave S.  
Kent, WA 98032

**The best way** to find us is to travel via WA 181 (also referred to as West Valley Hwy and 68th Ave. S)... then turn east onto 208th Ave. S... then left into the parking area when 208th comes to a "Y" shaped intersection.





**SKCHRA**

## 2009 Board of Directors

President	Bryan Price, SPHR	206-276-9477	bwprice@comcast.net
President Elect	Rockie Ward, PHR	253-796-6111	rockiew@omax.com
Secretary	Rhonda Kelly, PHR	425-981-1292	rhondak@rainier.com.
Treasurer	Pam Gibbons, SPHR	253-458-3483	pamg@exoticmetals.com
Foundation Chair	Diane Finley	206-248-0010	diane@winstaffing.com
Programs Co-Chair	Jacque Edelen, PHR	206-664-7238	jbedelen@wa-emp.com
Programs Co-Chair	Heather Smith, SPHR	206-802-1516	smith_hc@hotmail.com
Membership Chair	Leigh Booth, SPHR	425-235-2750 x223	LBooth@aimseattle.com
Membership Chair	Greg Carpenter, SPHR	206-834-9758	gwcarpenter@gmail.com
Legislative	Gail Gervin, PHR	206-664-7246	gailgervin@wa-emp.com
HRCI Accreditation	Jim Cassidy, SPHR	206-714-5889	jim.cassidy@7-11.com
Arrangements	Gail Gervin, PHR	206-664-7246	gailgervin@wa-emp.com
Newsletter	Rebecca Shorrock, PHR	253-867-3230	rshorrock@petrocard.com
Diversity Coordinator	Erin Colwell, PHR	253-661-7805 x203	erin.colwell@orionworks.org
Workforce Readiness	Annette Coder, PHR	253-835-7678 x106	annettec@multi-servicecenter.com

SKCHRA  
South King County Chapter  
c/o Rebecca Shorrock, PHR  
PetroCard Systems, Inc.  
P.O. Box 38  
Kent, WA 98035

