



**January 21, 2010 Lunch Speaker**

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

**Dealing with the Injured Worker**

Our two presenters this month will assist attendees in navigating through the often frustrating cycle of an on-the-job injury; from the initial injury investigation and reporting to returning the worker back to the workforce. Handling your on-the-job injuries effectively and efficiently can reduce your companies experience rating and eventually lower the company’s workers compensation premiums.

The first presenter, Ed Bahl, will be addressing the Safety and Health Perspective:

- Initial Response: Turning Chaos to Control
- Medical Care and Incident Investigation
- Notifications
- Gathering the Facts
- Recording the Scene
- Interviews Witnesses
- Collect all related Documents
- Root Cause
- Recommend Corrective Action
- Follow-up
- Do and Don'ts

The second presenter, Wendy LeClair will cover Stakeholder Communication and the Return to Work Process:

- Identify the Stakeholders
- Finding your Edge as a Stakeholder
- Identify Return-To-Work Priorities
- Identify the Hierarchy with Regard to the Return to Work Process
- Identify the Appropriate Tools to be used to communicate the Return-To-Work information.

Ed Bahl is a Safety/Loss Control Manager at Washington Employers and has over 20+ years of experience in Occupational Safety. Ed has specialized as a full time Safety Instructor for 5-years and holds an Elements of Teaching Certificate from Everett Community College and an advanced Safety Certificate from the National Safety Council. He has overseen and conducted 19 different safety and material handling structured courses. Mr. Bahl also specializes in both

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**Upcoming Meetings:**

February 18 2010  
**The Conflict Toolkit**

March 18, 2010  
**Compensation Topic**

helping companies increase safety awareness and involvement while reducing their overall safety risk, frequency & severity.

Wendy LeClair is a Senior Claims Analyst for Washington Employers Workers Compensation Services and has over 25 years of corporate risk management experience and 12 years of Washington worker's compensation insurance experience. Her claims management experience includes retrospective rating and state fund programs including 5 years as a risk manager responsible for safety, claims and return to work coordination for a national moving company handling claims in Idaho, Colorado, Alaska, Oregon and Washington State. Mrs. LeClair holds a degree in Business Administration, is a certified HR Generalist, and has received her designation as a Washington Workers' Compensation Professional.

## **President's Letter**

My name is Rockie Ward, the incoming President for 2010 for the South King County Human Resource Management Association. I wanted to write something very profound for you to read for my first newsletter as your new President; but I decided to just be me! What you see is what you get; life is too short not to enjoy every day of it.

I should start off by telling you a little about myself. I was born and raised on the south-side of Chicago, graduated from Chicago Vocational High School as one of the "Top Five Seniors". I was voted "Most Likely to Succeed" but they didn't tell me what I was supposed to succeed in. I've been married 36 years to my high school sweetheart; we have three lovely daughters and two cats (Tuffy and Sooner). My favorite color is purple, I love bowling and crocheting and working with people.

I keep saying that when I grow up I want to be an attorney but in the meantime I have found a job that I love; a job as a Human Resource Manager. As a HR manager I get to work with people (servicing the needs of the employee, management and peers) as well as pull my hair out trying to interpret the various regulations and statues provided by our law makers.

2009 was a challenging year for everyone but we made it through. My hope is that 2010 is a better year and that the economy improves so the many unemployed workers can find new jobs and high school and college graduates, their first jobs.

I look forward to serving as your President for the next 2 years. If there are items of concern or if you have any input that you would like the Board of Directors to consider, please send me an email [rockie.ward@omax.com](mailto:rockie.ward@omax.com) or give me a call 253.796-6111

Let's go into the New Year with much hope for a prosperous new year. I encourage you to say a word that will uplift someone and brighten their day. Let's live in today, forget yesterday (leave the baggage behind) and have great expectations for tomorrow.

Happy New Year!

Rockie Ward  
President

<b>2010 Chapter Meetings</b>			<b>2010 Board Meetings</b>	
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 Rockie Ward @253-796-6111	
January 21, 2010	Lunch	11:15 am - 1:00 pm	January 9, 2010	9:00am - 2:00pm
February 18, 2010	Dinner	5:15 pm - 7:00 pm	February 12, 2010	7:15 am - 8:30 am
March 18, 2010	Breakfast	7:15 am - 9:00 am	March 12, 2010	7:15 am - 8:30 am
April 15, 2010	Lunch	11:15 am - 1:00 pm	April 9, 2010	7:15 am - 8:30 am
May 20, 2010	Dinner	5:15 pm - 7:00 pm	May 14, 2010	7:15 am - 8:30 am
June 17, 2010	Breakfast	7:15 am - 9:00 am	June 11, 2010	7:15 am - 8:30 am
July 15, 2010	Lunch	11:15 am - 1:00 pm	July 9, 2010	7:15 am - 8:30 am
August NO MEETING			August 2010	TBD
September 16, 2010	Dinner	5:15 pm - 7:00 pm	September 10, 2010	7:15 am - 8:30 am
October 21, 2010	Breakfast	7:15 am - 9:00 am	October 8, 2010	7:15 am - 8:30 am
November 18, 2010	Breakfast	7:15 am - 9:00 am	November 12, 2010	7:15 am - 8:30 am
December 16, 2010	Lunch	11:15 am - 1:00 pm	December 10, 2010	7:15 am - 8:30 am

## Website Design by Roger Gervin



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253.839.8059

Website and Blog Design  
Website and Blog Programming  
Website and Blog Consulting  
PayPal Connection  
Microsoft Access Programming  
Microsoft Excel Programming

## **SKCHRA Board Position Elections Results**

The votes are in following the December election. Our new board for 2010 has been elected and includes these individuals:

President	Rockie Ward, PHR
President Elect	Greg Carpenter, SPHR
Past President	Bryan Price, SPHR
Treasurer	Pam Gibbons, SPHR
Legislative	Maggie Crutcher, PHR
Diversity	Jacque Edelen, PHR
Membership co-chair	Leigh Booth, SPHR
Membership co-chair	Gail Gervin, PHR
Secretary	Rhonda Watt, PHR
Newsletter	Rebecca Shorrock, PHR
Programs co-chair	Erin Colwell, PHR
Programs co-chair	Heather Smith, SPHR
HRCI Accreditation	Jim Cassidy, SPHR
Arrangements	Kim Gilman, PHR
Workforce Readiness	Annette Coder, PHR



## SKCHRA BOARD GOES CHRISTMAS SHOPPING!

In November 2009, our board approved donations of \$100 to DAWN (Domestic Abuse Women's Network) and \$600 to the Multi-Service Center's Christmas House. Christmas House is where low income families can "shop" for free Christmas gifts for their children. There were over 600 families with over 2,800 children, between the ages of 3 and 14, who found gifts at the Christmas House.

If you've ever seen the Giving Tree at The Commons (mall in Federal Way), that's Christmas giving in action. Every year the people in the community can pick a name from the tree and buy a gift for a boy or girl. Several local businesses and churches also have toy drives that collect gifts for the Christmas House. It's located at Steel Lake Presbyterian Church in Federal Way. They start collecting gifts after Thanksgiving and the "store" is open the three business days prior to Christmas Eve.

This year, Erin Colwell, Diversity Chair, recommended Christmas House to the board. Her company, Orion Industries, also did a toy drive. Erin was instrumental in purchasing gifts this year with the help of Annette Coder, our Workforce Readiness Chairperson. They went to Fred Meyer and, with \$600, were able to buy many needed gifts for teenagers. Vests, hoodies, printed tees, hats, gloves, scarves, cologne, make-up and games were purchased. , On top of already discounted goods, Fred Meyers gave us an additional 15% off on clothing and 10% off on games. In all, over 50 gifts were purchased.

Below are a few pictures of Erin and helpers from her company with our donated gifts. A big THANK YOU goes to Erin and Orion Industries for helping local families have gifts for their children.

A big THANK YOU, too, to SKCHRA for generously giving back to our community.

Annette Coder  
Workforce Readiness Chair



## **Workforce Readiness**

How many of us have been disappointed in job applicants that walked through our doors, ill prepared for an interview and lacking in social skills? How many times have we gotten aggravated because an application and/or other paperwork were either incomplete or contained lots of errors? How many times have we hired someone only to find out they were not “up to par” as far as being ready and able to work?

Workforce readiness is about preparing people, especially youth, to enter the workforce. And, if they are not well prepared organizations will not be willing to hire and train them with less than average skills.

Today we are faced with several problems; 1) baby boomers are not retiring as soon as predicted; 2) Generation Y is a smaller work group; not as many of them are in the workforce; and 3) Generation X and beyond are entering the work force ill equipped for their jobs. Even college graduates do not have the basic skills necessary to enter today’s work place. Another difficulty is placing veterans into the work place. Sometimes they have not had enough training and/or skills to transition from the armed forces. Sometimes they have a disability that limits their abilities. And, sadly, sometimes their wounds are psychological which prevents them from holding down a job long term.

If we look at national averages, about 30% of all high school students are dropping out of school. And, if you break that down further, about 50% of African American males drop out of high school. Why are so many kids not completing high school? How do we entice them to stay in school and graduate, plus get them to think about attending college?

How do we solve these problems? Many organizations are looking at succession planning. Do we have the right staff to move up in our organization or do we need to invest time and money into training? Who are going to be the future leaders of our business?

Our local chapter can do a lot towards helping youth be successful in the work place. That’s why our board has decided to offer a free workshop in April to high school and college graduates. This workshop will help with resume writing and interviewing skills by providing mock interviews for the interested people. If you are interested in giving back to the community, please email Annette Coder ([annettec@multi-servicecenter.com](mailto:annettec@multi-servicecenter.com)) or any other board member with your interest in being on the planning committee. We need HR folks interested in assisting with mock interviews, resume reviews and resume writing to help our local youth. The committee will meet in early February to start planning the April event.

Another way to reach out to our local youth is by becoming involved in Junior Achievement. There are many opportunities to get involved. Go to [www.jawashington.org](http://www.jawashington.org) for more information. As HR professionals, we have a lot to offer the youth of today. Our love of people and commitment to the HR profession is exactly why we need to be involved.

Annette Coder  
Workplace Readiness Chair



## Meeting Registration via PayPal includes Credit/Debit or EFT

Registration for our chapter meetings and other special events is 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 are only accepted to register for chapter meetings when utilized via the PayPal registration site prior to arrival or 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.

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!*

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### **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.

## **No Change to Meeting Fees in 2010!**

Since part of our mission is to advance the profession of HR to all who want to learn, we feel it is important to keep our meetings accessible to our membership in terms of location and cost. Keeping our meeting fees to \$20 for members is a reasonable cost for the value received in terms of education and networking, plus the CenterPoint Conference Center location has been well received.

Pre-registration is via PayPal, which allows you to use a credit /debit card, checking account, or your PayPal account to pay. Only cash and checks are accepted for payment at the door.

*We strongly encourage advance registration to facilitate our arrangements for adequate food, seating and presentation handouts.*

Meeting fees for advance registration (by Noon 3 days prior to a meeting) are:

- SHRM Members & Sponsored Guests \$20.00
- Non-SHRM Members \$24.00
- SHRM Student Members \$10.00

Meeting fees for late registration (within 3 days of a meeting or at the door) are:

- SHRM Members & Sponsored Guests \$25.00
- Non-SHRM Members \$29.00
- SHRM Student Members \$15.00

Meal Deal Cards offer opportunities to save for people who attend at least 5 chapter meetings each year (meetings are held every month, except August).

- They may be purchased by any SHRM member who has designated the South King County Chapter as their primary chapter.
- Advance registration is still required to ensure adequate food and presentation materials are available.
- The card must be used for meetings within the calendar year.
- There is a (very) nominal fee of \$.01 when you register for a meeting with your Meal Deal Card on PayPal.

2010 Meal Deal Card fees are:

- 5 Meal Deal \$ 90.00 *Save \$10!*
- 8 Meal Deal \$140.00 *Save \$20!*

Meal Deal cards will be available for purchase via PayPal and at chapter meetings (if paying by cash or check).

We look forward to seeing you at a chapter meeting soon!!!

# Meal Deal 2010

## Don't Miss this Opportunity to Save!

Your pocketbook, or your employer, will appreciate your cost conscious decision to purchase a 2010 Meal Deal Card. Besides saving money the Meal Deal Card 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!

If you are a SHRM\* member who has designated the South King County Human Resources Association as your primary chapter, you may purchase a convenient Meal Deal Card at any SKCHRA chapter meeting or through our website's meeting registration page. Cards may be used for attendance at any **2010** SKCHRA chapter meeting of your choice. 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:

MEAL DEAL CARD COST	Cash/Check/PayPal
2009 Meal Deal - 5 Meals	\$90.00
2009 Meal Deal - 8 Meals	\$140.00

Meal Deal card holders must still register during the pre-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](mailto: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 ask any Board member if you wish information about joining SHRM.

## New Chapter Members

Please welcome the following new member who has designated South King County as their chapter.

- Shellie Brighton, HR Manager, RPI
- Paul Nordsletten, Attorney, Tahoma Law PLLC

# Welcome



## Meeting Registration

Date: **January 21, 2010**

Time: 11:15 a.m. Registration & Networking

11:45 a.m. – 1:00 p.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

Please register at:

<http://www.skcnhrma.org/meetingregistrationform.html>.

**Note:** Meal Deal Card holders must still register in advance in order to provide us with an accurate headcount.

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

If you must cancel, call Gail Gervin at (206) 664-7246. Refunds are available for registration cancellations made prior to the pre-registration deadline.

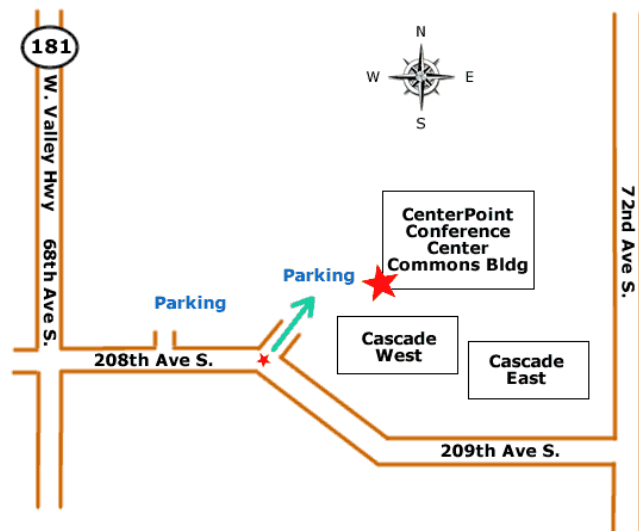
Cancellations occurring within 3 business days of the meeting are not eligible for registration refunds, as the chapter must pay for the headcount guaranteed to our vendors. We suggest you send another representative from your organization.

Chapter Meeting

**January 21, 2010**

Pre-registration Deadline:  
Monday Jan 18, 2010, 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**

## 2010 Board of Directors

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

SKCHRA  
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