

NEPA SHRM Meeting Minutes

Call to order

A meeting of **NEPA SHRM BOD** was held at via conference call on July 7, 2020 at 5pm.

Attendees

Neena Patton
William Aquilino
Doug Hertel

Heather Clark
Carrie Krott
Julian Beck

Karen Yarrish
Bryanna Burnside
Joe Sileo

Eileen Notarianni
Brooke Lipperini
Nina Graaf

Members not in attendance

Christine Jensen Kellie Knesis

Meeting Minutes

1. **June Minutes (Neena)**
 - a. Doug motioned to approve June minutes, Bryanna seconded and BOD confirmed
 - i. Neena has uploaded the final version in the DropBox

Presidents Update

1. **President's Update**
 - a. Overview of Excel Award progress and marketing our selection for last year
 - b. Most Recent Seminars
 - i. Issue with the recertification credit
 1. The code from HRCI is not working - may move us to 'unmonitored status'
 2. Julian working on exactly what this means and what the next step should be
 - ii. Issue with our affiliate website - learned during the BLS Seminar
 1. Shelly has updated today that the glitches should be corrected and Heather will be completing some testing
 - c. Keystone College (Janet)
 - i. Reached out to Bill/Heather to partner to provide an on-going webinar series regarding COVID19, etc.
 - ii. Looking for a way to generate revenue and provide training to HR professionals - looking to us for folks to help with speakers, materials, etc.
 - iii. Bill has worked to start an outline, etc. - potential to go after 'business strategic' credits, which would be positive
 - iv. Doug will give some thought as well and work to provide a potential list on topics, questions, speakers, etc.
 - v. One concern may be that the partnership starts to overshadow other partners, etc.
 - d. Membership (critical update)
 - i. A call earlier today, where all 100% Chapters were invited to discuss the dual membership that they are discontinuing within the next year
 1. They have piloted 3 chapters (Philly was included) - tested 'dual membership' - any member of 'Philly SHRM' renews SHRM National on the National website and renews both at the same time
 - a. National would ACH the fees to us on a regular basis
 2. The intent is to reduce the burden of the process
 - a. We will be in the early 2021 wave
 3. Biggest issues will be with Website - National will send rosters that will be our member list once we move to this (Heather will share a PPT)
 - a. Expectation is that we upload the list to our website - Brooke to connect separately with Heather/Christine on impact to the website

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Committee Updates

- **Communications Committee (Brooke):**
 - Meeting was last week
 - Bryanna continues to maintain the Social Media Sites and Communications
 - How do we get more activity to the NEPA SHRM LinkedIn Discussion Board?
 - Carrie had a 'plug' at the end of the Webinar to post questions, etc.
- **Finance Committee (Kellie):**
 - Financial Reports sent to BOD members in advance of the meeting
- **Legislation Committee (Joe)**
 - Will be getting back to regular legislative posts in the upcoming weeks.
 - Jim B. from the Benefits Group reached out to Joe - considering a 2 hours webinar on Healthcare (how to take control and reduce costs) - looking to see if NEPA SHRM would be willing to partner?
 - Joe will obtain more information for the BOD to review.
- **Membership Committee (Christine):**
 - See Heather's update in President's section regarding Dual Membership Renewals
- **Professional Development Committee (Doug)**
 - Events, 2020
 - BLS Webinar
 - Held 6/24 - 36 participants
 - Potential to partner - Dale Carnegie (local affiliate)
 - Earn credits
 - First potential for July 2020 (how to present online effectively)
 - Host Registration for event on our Website
 - PA HRC
 - Potential to schedule something for August
 - Workplace Discrimination and Retaliation
 - May 14 at the Radisson in Scranton - opportunity to move this to Webinar format?
 - Bradford United Way
 - Looking to have this as in-person - later in the year - October
 - Legal Update
 - Looking for response from McNees on doing this in the fall 2020 - potentially having a few short webinars in the absence of a full day seminar in-person
- **Governance Committee (Karen)**
 - Marketing our Award
 - Will share to members - Karen sent to papers, etc. but didn't see it in there
 - Excel Award - 2020 Guidelines have been shared
 - Putting together goals, objectives and timelines
 - Karen will call a meeting with Committee Chairs to adjust goals to match with current environment, etc.
 - Will send to chairs in advance of the meeting
 - Chapter of the Year Award
 - Due August 1, 2020
 - Two components (quantitative and qualitative)
 - Looking for strong retention and recruitment initiatives
- **Student Relations Committee (Eileen)**
 - Moved from conference call to zoom meeting - welcomed 2 students to the Committee
 - Will work with Heather/Brooke to add items for students to the NEPA SHRM Website
 - Focus on virtual meetings with Students
- **Scholarships (Nina)**
 - Awarding 4
 - Will advertise on website, pictures, etc.
 - Nina is working on waiver to send regarding marketing - sharing photos and bios of winners, etc.

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- Nina needs insight into how to receive emails when someone does take the test - Heather will forward to Nina and Eileen
 - Will have a side-bar on process
 - The website requires updates to the website - advertising for 2021 (application requires update)

New Business

Meeting Close - Meeting Adjourned - Motion by Bill, seconded by Eileen, confirmed by BOD

Action Items

- **Bryanna**
 - Connect with Heather/Christine on the impact to our website of combining local chapter with National when renewing membership
- **Bill and Doug**
 - Will give some thought to the extension of our Keystone College partnership to provide some potential topics, questions, speakers, etc.
 - Bill has started an outline and will work with Doug
- **Heather**
 - Find out more details on whether we must add a Certification Director role. (from last meeting)
- **Joe**
 - Obtain more information on potential Benefits Group partnership on a 2 hour webinar on healthcare
- **Karen**
 - Schedule meetings with Committee Chairs to finalize Excel Award goals, etc.
- **Kellie**
 - Working on closing PNC account and moving to new bank account due to recent issues. (from last meeting)
- **Nina**
 - Finalize waiver to send to winners in order to market their Bio's, etc. on the website
 - Reach out to Heather on emails, updated application on website, etc.

Next Meeting

August 2020 - Heather to send out information as this was not previously scheduled.



07/11/2020

Date