

NEPA SHRM Meeting Minutes

Call to Order

A meeting of **NEPA SHRM BOD** was held at via zoom video conference on September 7, 2021, at 5pm.

Attendees (Red Indicated No Camera Use)

Julian Beck	Sharon Brodie	Bryanna Burnside	Heather Clark
Regina Cochado	Brooke Lipperini	Neena Patton	Joseph Sileo

Members not in Attendance

Nina Graaf	Christine Jensen	Kellie Knesis	Carrie Krott
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Old Business

- 1. June Meeting Minutes (Neena)**
 - Sharon motioned to approve the minutes; Julian seconded
 - Neena has uploaded the final version in the Drop Box
- 2. Board Bucks Update**
 - Neena circulated updated eligibility criteria for board bucks prior to the meeting
 - 10 votes in favor received via email - Board Bucks Update Approved
 - Neena put clean PDF version in the DropBox folder

Presidents Update

- 1. President's Update**
 - Succession Planning Meeting coming up
 - Leadership Conference was held and Julian and Regina Attended
 - Good DEI speaker
 - Navigating the website and the networking was a little odd
 - We are not putting in an application for the Pinnacle Award

Committee Updates

- Communications Committee (Brooke):**
 - Volunteer Leader Webcast - Thursday 9/30 and Brooke will attend
 - Promotion- Email and Social
 - State Annual Conference - 9/23 and 9/24, virtual
 - National Annual Conference - Las Vegas
 - Inclusive Workplaces Pledge
 - Penn State Learning System
 - Surrounding Chapters - (Neena and Heather)
 - Neena to include only those in-person events that are somewhat close
- Finance Committee (Kellie):**
 - Documents shared by Kellie in advance for July and August Expenses
 - Net Worth of \$78,690.75 for July - Motion to approve by Brooke, second by Joe
 - Net Worth of \$79,409.87 for August - Motion to approve by Regina, second by Regina
 - Budget for NEPA SHRM
 - Carrie and Heather reviewing and considering having an Officer's meeting before sharing to BOD for approval
- Legislation Committee (Joe)**

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- Spoke with David Gordon, interested in being on the Committee with Joe and Lisa Benacci
 - Continuing to look for good content through McNees and others
- Looking for ways to increase membership - HR101 Series (potentially quarterly)
 - Audience - small business (5-15 employees, etc.)
 - Entice them to see value in NEPA SHRM and ultimately SHRM
 - Joe is willing to be involved in this initiative and to do some of the presenting as well as finding others who may be willing
 - Need to determine how to market, etc.
 - Trying to expand to individuals that we may not be reaching right now (different audience)
 - Should we consider some open forums
 - Survey potential for new members to help us find new topics, understand what they want to get out of their membership, etc. - *Sharon to speak with the Membership Committee*
- **Membership Committee (Christine):**
 - Growth - Goal of 342 (12/31/2021)
 - Retention and Engagement
 - Dual Membership - went live on 8/17
 - Receiving daily updates and have hit some bumps along the way
 - Will need to utilize a month over month audit process to ensure we get the funds from SHRM National
 - Another ordeal is those who are in multiple Chapters (we must be designated in order for us to obtain the funds - you have to select it specifically)
- **Workforce Readiness Sub Committee (Sharon)**
 - Chamber Update
 - Pittston EMPOWER - Kalahari event in April 2022- speaker recommendations
 - Work from home, work life balance and D&I
 - Please share potential speaker with Christine (name and contact information)
- **Professional Development Committee (Carrie)**
 - Previous Event Results
 - Upcoming Events / Plans
 - September
 - Emergency Operations Team 9/9
 - Apprenticeship Program
 - October
 - Legal Update
 - November
 - December
 - Holiday Event 12/9, will be virtual
- **Governance Committee (Heather)**
 - 2021 Excel Initiatives
 - Open board seats - 2022 election; nominating committee
 - Potentially 6 open seats for 2022 (Carrie, Christine and Kellie will run again)
 - *Check networks and let Heather/Neena know if you have anyone who may be interested and willing to commit - we will need their resume*
 - 3-year terms (2022 and would want some to chair a committee and participate in 2 committees actively)
 - *Provide feedback and updates to the 2021 Excel goals once circulated by Heather by June 9*
- **Student Relations Committee (Regina)**
 - Securing speakers for the Student Speaker series starting this Fall
 - 8 speakers set-up so far (2 attorneys and several other great speakers)
- **Scholarship Sub Committee Update (Nina)**
 - Regina will check with Nina on updates here - Regina will make sure students receive information
 - We would be willing to use the funding toward materials for a student

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New Business

- **Julian** - our ability to submit courses for certification through SHRM and HRCI will expire by the end of the year - he is working on the renewal (will be a cost with this).

Meeting Close - Meeting Adjourned - Motion by Heather, seconded by Joe, BOD confirms

Action Items

- **BOD Members and Committee Chairs**
 - Provide feedback and updates to the 2021 Excel goals
 - Share information on potential speakers for the April 2022 event at Kalahari
 - Search network to determine if you have any potential recommendations for folks wanting to join NEPA SHRM (election to be held in November, minimum of 3 seats available)
 - Pass resumes and contact information to Neena and Heather
- **Heather**
 - Reviewing and finalizing NEPA SHRM Budget to share with BOD - may review in an officer's meeting first
- **Julian**
 - Working on renewing our ability to submit events for SHRM and HRCI certification credits
- **Sharon**
 - Work with Membership committee on the idea to market NEPA SHRM to small businesses - survey potential to find out what they would be looking for (topics, etc. for potential to have Joe run sessions)

Next Meeting

October 5, 2021 - Strategic Planning Meeting, Virtual



09/07/2021

Date