

# Minutes for CVHRMA

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## Call to Order

A board meeting of CVHRMA was held on August 4, 2016 at The Center for Human Services. The meeting was called to order at 3:30pm and was presided over by Nicole Tyler, with Christina Alger as communication recorder.

## Attendees

Voting members in attendance included Nicole Tyler, Christina Alger, Jowanda Collins, Dawn Tacker, James Anderson, Kathleen Xavier and Tiffany Waller. Non-voting members in attendance included Louis Maldonado

Members not in attendance included Rhonda Giovannoni, Omer Syed, and Kristen Goucher. No guests in attendance

## Approval of Minutes

A motion to approve the minutes of the previous June 2, 2016 meeting was made by Kathleen and seconded by Tiffany.

## Officers' Reports

➤ Nicole

- Best places to work – can we support the Stanislaus best places to work? Companies can earn the privilege of listing themselves as a best place. It would be a selling point for Modesto to promote employers and the county. As long as 10 companies agree to buy then it can be executed with as many companies as would like to participate. They send out surveys to the employees of participating companies to determine who would qualify. Primeshine is the primary business that will promote so we would need to find 9 more employers. If we could find a way for CVHRMA could promote/market without cost, it would be a great way to support the county employers to attract talent. After they survey employees, employers can get the results even if they are not designated as a best place. Could become an annual event if we can build it. It encourages employers to be better by analyzing their results and striving to qualify for the list. Would be championed by Jowanda.
- Redefinition of job descriptions – The board needs to designate who should be exec and who should not and then write the job descriptions accordingly. All VPs are supposed to be on exec. Louis and Omer fall under VPM. Workforce falls under VPL. Calshrm really defined exec parameters. Dawn will distribute to the board for review. After the board’s discussion, preliminary results were as follows

Exec committee to be	Succession
President	Workforce
President elect	Membership
VP Legislative	Emerge Prof
VP Membership	Technology chair
VP Communication	
VP Finance	

- Martha topic – Nicole went to lunch with Martha to discuss the September luncheon. She is going to focus on making sure you include diversity in your recruitment efforts. It's about diversity in thinking rather than diversity in the physical sense. **Unbiased hiring** changes culture. Savemart branded and not just Martha.

➤ Dawn

- SHRM leadership summit – Will be with like groups to network and learn best practices for chapters. New chapter leader orientations from SHRM will be done as a regional event in order to have all people attend. They will likely start in Jan and we should have dates in Oct. You get to spend a couple of hours to be trained and learn expectations from a SHRM perspective.
- Succession planning – Dawn reviewed succession planning from SHRM viewpoint. It reviews teamwork and political when we need to. There are examples of aspiration sheets that we can have the membership fill out for interest in committees. We can post this on the website to utilize in recruiting.
- Volunteer leadership communications – SHRM website redone and is very user friendly. We should be getting updates from SHRM monthly to keep us informed on the national level. Dawn will send out the information on SHRM communication. They have a Brochure template that we can use to promote. Chapter locator on the SHRM site to find local professional chapters - It Works!! Dawn to send material to Tiffany to put in dropbox.
- Sign up for the A team for legislative updates. Power is in numbers. It is easy to participate.
- Save the dates – mail merge can be used to send out. Can send out emails from SHRM Aug 15 to solicit SHRM at large. \$129 early bird is for everyone until Aug 31. Will be a travel type theme for conference "Ticket to Compliance". Need to get the postcards out ASAP. Would like to get a gold and a silver sponsor. Would like an IT. Dawn is talking to Currie/IT solutions.
- December meeting – Maybe cancel the meeting and do appreciation in OCT instead? We have not communicated anything to membership yet and we can host something at Fuzio's for much cheaper. Nicole motioned and Tiffany seconded with a full vote passed. We will plan at Fuzio's – date to be determined.
- Early registration – membership pricing was allowed for guests but how many is that? It should it be a first time guest only. Companies that host should be corporate pricing at 10% for 3 people or more. It was determined that there should be first time only member pricing to bring guests. After the first attendance, then they must pay regular price or corporate discount.

- SHRM foundation – raffle in OCT will be 50% to SHRM foundation and 50% to our local scholarship. We are donating \$250 + \$80 + the 50% from raffle proceeds, which should bring us to a good total for supporting the foundation.
  - Membership should be designed by the entire board to define parameters for new member orientation and socializing.
- Tiffany
- Budget update - Currently at \$8097.37. Tiffany went through invoices. She is comfortable going through 2016 but she needs help with 2015. Nicole went through it and saved it.
- Kathleen
- Happy hour – Every odd month. Do we move Nov to Dec? This may become member appreciation. Becky has created survey and Kathleen will send out. It was decided that we would keep Nov and add Dec as the appreciation meeting. Dawn will email Thomas to get the room.
  - Email update – Kathleen and Christina still working on it.
  - Suggested that we have fill out forms at the conference to get ideas for meeting topics for future luncheons. We will offer extra raffle tickets to fill out the forms to encourage participation. We need to discuss what recruiting membership in OCT would look like so that it matches since we do not do hard copy.
- Jowanda
- There will be another focus group for the best employer. Can get different levels within the promo. If they address things through the surveys then they can go up a level. The things that you do for attraction, retention, work/life balance
  - Workforce – two job fairs coming up. South Modesto – targeting south Modesto and Ceres Sat, Aug 27. The booth is free for employers Hamshaw middle school for up to 50 employers. Log on to Event Bright. Thurs Sept 8 – South County job fair in Patterson. Predominately logistics/materials handlers and will be done in partnership with Patterson. Job readiness workshops – 2-8pm Tues/Wed/Thurs – 16/17/18.
- Louis
- Attended conference call for SHRM. Trying to rebuild the bridge to CSU Stan and SHRM.

## **Other Reports**

None

## **Follow up items**

- Need third quarter notes from Nicole

## **Adjournment**

Meeting adjourned at 5:45pm.