

NEPA SHRM Meeting Minutes

Call to Order

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

Attendees (Red Indicated No Camera Use)

Julian Beck	Sharon Brodie	Bryanna Burnside	Heather Clark
Brooke Lipperini	Joseph Sileo	Carrie Krott	Christine Jensen
Nina Graaf	Kellie Knesis - Late Arrival		

Members not in Attendance

Regina Cochado Neena Patton

Old Business

1. **September Meeting Minutes (Bryanna)**
 - a. Sharon motioned to approve the minutes; Julian seconded
 - b. Bryanna has uploaded the final version in the Drop Box

Presidents Update

1. **President's Update**
 - o Succession Planning Meeting
 - o NEPA SHRM awarded PA Chapter of the Year - announcement to come
 - Monetary prize of \$2,000 and \$500 donation to be made to the SHRM Foundation on behalf of NEPA SHRM
 - o Membership Advisory Council (MAC) Survey has been sent out to SHRM volunteer leaders and must be completed by 10/7 at 5pm
 - o Volunteer Leaders Business Meeting - Moved to a fully virtual event, November 10th through November 12th
 - NEPA SHRM will send representation

Committee Updates

- **Communications Committee (Brooke):**
 - o Promotion- Email and Social
 - Inclusive Workplaces Pledge
 - Legal Update
 - Brooke auditing event registration and payments with Early Bird Rate and reporting to Neena on Board Bucks
 - Upcoming NEPA SHRM Events
 - Surrounding Chapters - (Neena and Heather)
 - Neena to include only those in-person events in local area
 - Dual Membership:
 - NEPA SHRM website changed "Dual Membership" to "Multi-Chapter Membership" to align with National SHRM
- **Finance Committee (Kellie):**
 - o Documents shared by Kellie in advance for September Expenses
 - Net Worth of \$83,101.60 for September - Motion to approve by Joe, second by Brooke

NEPA SHRM Meeting Minutes

- **Legislation Committee (Joe):**
 - McNees blog post to be posted/shared
 - HR 101:
 - Advertisement flyer is complete and has been shared with surrounding chambers
 - Chambers are interested in hosting “viewing events” for companies looking to attend HR 101, but do not have access to Zoom.
 - Laura Jefferies to work with Joe on the presentation
 - Survey potential for new members to help us find new topics, understand what they want to get out of their membership, etc. - *see action items*
- **Membership Committee (Christine):**
 - Growth - Goal of 342 (12/31/2021)
 - Retention and Engagement
 - 308 Members as of 10/4/21 roster report
 - Number may increase with renewals
 - Dual Membership:
 - Christine sending out emails to NEPA SHRM members that fail to renew
 - Questions on the \$25 fee, but overall positive feedback
 - Committee reaching out to both new members and renewing members to be featured on NEPA SHRM website and social media platforms
 - Planning a potential in-person mixer for early 2022 to welcome new members
 - GroupMe App - Tracy McMillan-Booker looking into app used at National SHRM Conference to create a discussion board amongst attendees.
- **Workforce Readiness Sub Committee (Sharon)**
 - Potential Workforce Readiness Event with Elizabeth Kohm from National SHRM
 - Representative from National SHRM
 - Event would include topics on all of Workforce Readiness Initiatives
 - Suggested for a 11/2 date; Sharon looking into moving to early 2022
 - *Sharon / Julian looking into PDC and HRCI credit eligibility*
- **Professional Development Committee (Carrie)**
 - Previous Event Results - to be sent out by Bryanna
 - Upcoming Events / Plans
 - October
 - Legal Update
 - 40 attendees currently registered; Rosenn, Jenkins, & Greenwald increasing advertising efforts
 - November
 - Leading through the Great Resignation 11/9 - Suzie Franks
 - December
 - Holiday Event 12/9, will be virtual
 - Posted on NEPA SHRM Website
 - Deb Colitas - Digital Networking Superstar
 - January
 - HR are People Too
 - February
 - Marijuana Landscape in Pennsylvania
 - Sponsorship - Most potential sponsors are not interested in sponsoring virtual events and would prefer to until NEPA SHRM resumes in-person events.
 - PA SHRM State Conference - Sponsors had breakout rooms on Zoom and attracted attendance via prizes, raffles, and engagement
- **Governance Committee (Heather)**
 - 2021 Excel Initiatives
 - Requires additional information from Professional Development Committee
 - Open board seats - 2022 election; nominating committee
 - Potentially 6 open seats for 2022 (Carrie, Christine and Kellie will run again)
 - Heather asked for a motion to approve the NEPA SHRM Officers acting as the Nominating Committee for the 2022 election. Motioned by Christine; Joe seconded

NEPA SHRM Meeting Minutes

- Current nominees include Jose Adames, Anna Rinaldi, and Laura Jefferies
 - Request for bios was sent out by Heather 10/5
- 3-year terms (2022 and would want some to chair a committee and participate in 2 committees actively)
 - Ballot to be sent out in October with voting closing in November
- **Student Relations Committee (Regina)**
 - Student Speaker Series scheduled 11/10
 - 8 speakers set-up so far (2 attorneys and several other great speakers)
- **Scholarship Sub Committee Update (Nina)**
 - Nina has followed up with scholarship recipients, 2 out of 3 are scheduled to take their SHRM exam
 - Flyer for 2022 Scholarship is available in DropBox and will be distributed for advertising

New Business

- **Christine** - Diversity, Equity, and Inclusion (DEI) Initiative and/or Committee
- **Sharon** - Workforce Readiness Section on the NEPA SHRM Website to provide resources for apprenticeship programs

Meeting Close - Meeting Adjourned - Motion by Carrie, seconded by Brooke, BOD confirms

Action Items

- **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)
 - Ranking NEPA SHRM on specific content

Next Meeting

November 2, 2021 - Virtual

Bryanna Burnside

10/05/2021

Date