

Hanover Area Human Resource Association Monthly Volume 16 Issue 1 – January 2013

Web site: <http://www.hanoverareahra.org>

SHRM Web site: www.shrm.org/



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Our President's Corner

Happy New Year and welcome back as we begin another exciting year! We have so much going on already this year. Membership renewals are due, see page 4 for more information. Our goal is to have them all completed by February 28th and we hope that you feel the value from your membership and will help us to make this a priority.

We are presently organizing our PHR/SPHR Study Group. If you have any interest in pursuing your PHR/SPHR certification, I highly recommend this group. It really helps you to stay focused with your studying and does a great job of highlighting the most critical information that the exam evaluates. See the article on page 6 for more details. Also, the planning for our very first Job Fair is well under way. The event will take place on Thursday, May 16th. See Workforce Readiness News on page 7 for more information.

New for 2013, we are accepting sponsors for our monthly meetings. The full Sponsorship Program details are included in the newsletter on page 8. We feel that

this program will provide our members with an opportunity to evaluate various HR related tools and services to help in performing their roles in human resources. We foresee using any revenue generated from this program towards future programming and events to benefit you, our members!

We have had a lot going on with our Board positions. We still have a volunteer opportunity for someone to serve as our SHRM Foundation Rep. Robin Myers has decided to step down as Membership Chairperson and we are fortunate that Tina Pierozak and Jenn Kremenik have stepped forward to co-chair that committee. Robin will still handle our website, so we have named her as our Technology Chairperson. Last but certainly not least, Marianne Riker is our new Social Events Chair.

Marianne and her committee have been working hard to plan our upcoming annual Membership Appreciation Dinner that is set for Friday, January 25th. We hope that many of you will be able to join us as we celebrate our accomplishments from 2012 and kick off 2013!

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JANUARY MEETING

How Can You Lead HR to be a Key Driver of Your Company's Strategy by Bob Stearns

Wednesday, Jan. 30

11:15 AM-1:00 PM

Bay City Restaurant

\$12.50 per person

\$15.50 non-member fee

RSVP by January 25

www.hanoverareahra.org

Julia.Groft@manpower.com

717-630-8423

HAHRA's first monthly meeting of the year will take place on Wednesday, January 30th at Cross Keys Banquet Center. We have received so many positive compliments about the facility, food, and service since we have moved to Cross Keys. We hope that those of you who haven't been able to join us there yet will be able to do so this month. Bob Stearns will speak to us on a topic that he has first-hand knowledge on: "How Can You Lead HR to be a Key Driver of Your Company's Strategy." Bonus: this program is certified for strategic credits!

We are also excited to announce that we will be unveiling our brand new logo at the meeting on January 30th. We feel that this logo gives us a fresh, updated look and we think you'll be very impressed!

I am looking forward to another great year with HAHRA and I thank you for the opportunity to serve you in this role!

Amanda Hartlaub

Monthly Program Schedule

Program Schedule for 2013:

January 30, 2013 – How Can You Lead HR to be a Key Driver of Your Company's Strategy, by Bob Stearns
February 27, 2013 – E-Verify and the Form I-9, by Dave Basham, Approved for General Credit
March 27, 2013 – Seminar in lieu of meeting
April 27, 2013 – Safety in the Workplace/Forming and Running a Safety Committee, by Scott Snyder
May 29, 2013 – Legal Update, by Jennifer Craighead
SUMMER – HAHRA Picnic
September 25, 2013 – TBD
October 30, 2013 – TBD
November 20, 2013 - TBD

January's Outline Submitted by Kim Wolfrom

How You Can Lead HR to be a Key Driver of Your Company's Strategy Lessons from the Malcolm Baldrige Award Winners Presented by Bob Stearns, CEO of Powerful Potential

Bob Stearns was the Architect behind Medrad winning the 2003 Malcolm Baldrige Award. Medrad won the award again in 2010. He has also received the American Society for Training and Development Award for Excellence. Bob is now the CEO of Powerful Potential, enabling his clients to achieve extraordinary performance and results in profitability, customer satisfaction, employee engagement, process improvement, and strategy. Bob is a Director on the Boards of National Church and The Orchards at Foxcrest.

Presentation Outline:

Discover how the presenter Bob Stearns, as the Director of OD for Medrad, led the company to win the prestigious National Malcolm Baldrige Award. Bob leveraged five key Baldrige initiatives to drive HR and company goals and to achieve extraordinary results. Baldrige winners outperform the stock market by 4 to 1!

Learn how he used these same five keys as Chief Human Resource Officer at CoManage to enable the HR team to foster employee engagement and productivity. CoManage was named “The Best Place to Work in Pennsylvania” the very first year the award was given. Find out how these Five Keys enabled Ritz Carlton Hotels, SSM Healthcare, Park Place Lexus and others to win the Baldrige.

Most importantly, learn how to propel your personal and business results by using these Five Keys below to drive HR and Company strategy. The outcome will be the attainment of your personal potential, and your organization’s full potential:

- Hardwire your Goals
- Unleash Customer Loyalty
- Cultivate Agility and Potential
- Apply the 85% Rule
- Inspire Ownership Accountability and Results

Meet Your Board



Left to right: Kent Keller, Kim Wolfrom, Amanda Hartlaub, Julia Groft

Amanda Hartlaub, President: Amanda graduated from the University of Pittsburgh with a bachelor’s degree in Business Administration. She began her Human Resources career at Adecco, where she worked for almost ten years. While at Adecco, Amanda worked her way up from Staffing Specialist to Area Director. In October 2011, Amanda was chosen as the Human Resources Manager for Ox Paper Tube and Core, Inc. Amanda was selected as one of

Central Penn Business Journal’s Forty Under 40 in 2008 and was elected to the York MS Leadership Class of 2009. Amanda has been a member of the Hanover Area Human Resource Association since 2002 and has been serving in a volunteer role since 2009. In 2010, Amanda achieved her Senior Professional in Human Resources certification. She is also an active member of the Hanover Area Chamber of Commerce and participates in numerous volunteer activities including mock interviews and job preparedness presentations at local schools. Amanda resides on a farm in Gettysburg with her husband and daughter. In her spare time, she enjoys gardening, reading, and spending time with her family.

Kent Keller, PHR - Vice President: Joining HAHRA in 2001, he will serve as the Vice President through 2013. Other positions within HAHRA include the Treasurer (Board position) and Legislative and Legal Rep (Chairperson). Kent has volunteered for The PA State Council of SHRM, Inc.’s annual Legislative and Legal Conference since 2009. Joining MANTEC in 2007, he fills the role of HR Management Specialist and brings extensive experience in employee professional development, recruitment and retention strategies, and HR policy development and implementation as he consults with a variety of manufacturers in South Central PA. Kent has a strong background in school-to-career programs and has served on several local public school, technical school, and chamber advisory committees bridging

the gap between industry and education. His almost 20 years of industry knowledge is a culmination of business experience from a privately-held printing company with several hundred employees and a fortune 500 temporary and professional recruitment firm. A graduate of Robert Morris University in Pittsburgh with a Bachelor of Science degree. Since 2007, the Society for Human Resources Management has recognized Mr. Keller with a Professional in Human Resources (PHR) certification. He is a frequent writer and speaker on HR issues around the York, Hanover, Harrisburg, and Lancaster regions. He is active in coaching youth sports programs in Eastern York County and serves in a Leadership role with a local Cub Scout pack. He is also a United Way and Junior Achievement volunteer. He is married to wife, Heidi, with two (2) sons. His active family enjoys a number of outdoor activities.

Julia Groft, Treasurer: Julia began her career in human resources and staffing in 2006 and is currently the Branch Manager of York County-overseeing branches in Hanover and York. She enjoys the fulfillment of connecting people with opportunities to enhance their lives and enjoys the challenge of helping clients leverage the power of contingent labor. Julia is active with several local groups including Hanover and York SHRM, the Workforce Development Committee and Hanover Area Young Professionals. She also sits on the board of directors for the Hanover Chamber of Commerce. In her spare time, Julia enjoys cooking, gardening, and spending time with her husband and two daughters.

Kim Wolfrom, Secretary joined HAHRA in 2001 and has held many roles over the years. She served as Chairperson of the Membership Committee, volunteers on the Chapter Certification Committee, and currently serves as Chairperson of the Professional Development Committee. Kim is an advocate for continuing education and is a volunteer instructor for the Hanover Area Management Association and serves as their Education Chairperson. Kim has held HR Management positions for ten years and is currently the Senior Human Resources Manager at The Sheridan Press. Kim graduated from Colorado Technical University with a Bachelor of Science in Business Administration in Human Resource Management and has earned her PHR certification in 2008 and achieved her SPHR certification in 2011. Kim is originally from the Philadelphia area and now resides in the York area since 1999.



Membership Renewal Time Is Here

We hope that you will continue to join us for another exciting year with HAHRA. Complete your application ONLINE at http://www.hanoverareahra.org/membership_benefits.html **before February 28, 2013**. Remember we offer an online payment option through Paypal. If online payment doesn't work for you, printable forms are also available by following the same link and clicking on "Signup – by Mail."

As a special bonus, everyone who renews their membership by January 31, 2013 will be entered into a drawing to win free monthly meetings for the remainder of the year (excluding seminars and other special events). If you have any questions about the renewal process, please contact Tina Pierozak or Jenn Kremenik at membership@hanoverareahra.org.

Legislative and Legal Updates Submitted by Katie Boone

In the state...

Pennsylvania Gov. Tom Corbett has signed into law a number of bills affecting employers.

- House Bill 2626, known as the Promoting Employment Across Pennsylvania (PEAP) Act, gives tax relief to businesses that create jobs. Under the act, qualified employers that enter into agreements with the Department of Community and Economic Development may keep 95 percent of withholding taxes for workers employed in new jobs. To qualify, a business must create at least 250 new jobs in five years, 100 of which must be created within the first two years. The law also provides for an alternative rebate arrangement. It is capped at a total of \$5 million per year and is set to expire on Jan. 1, 2018. The law took effect upon signing.
- Senate Bill 201, a pharmacy bill that prohibits health insurers and government programs from offering preferential fees, deductibles, copayments, or other benefits for prescriptions filled by mail order rather than in a retail pharmacy. The law applies only if the retail pharmacy agrees to accept the same pricing and terms as the mail order prescription provider. The legislation also calls for a study to be conducted 18 months after implementation to evaluate its impact on prescription costs and access. The law applies to insurance policies issued or renewed on or after March 1, 2013. It does not apply wherever federal law preempts it.
- House Bill 1548 overhauls Pennsylvania child labor law to bring it into line with current federal laws, updating age limits, working hours, and permitting requirements.

In the nation...

EEOC-ADA: Interstate Distributor Company to pay \$4.85 million to settle disability discrimination suit

Interstate Distributor Company established a leave policy that stated, once 12 weeks of leave are used, even for an FMLA related absence, the employee is terminated. Even if an employee could potentially return to work with restrictions, there was a “no restrictions” rule in place that would not allow the employee back to work until they were completely cleared – thus potentially causing an employee to use their maximum 12 weeks of leave and lose their job.

The EEOC filed suit claiming this policy was a direct violation of the ADA. Their reasoning – extended leave could be considered a reasonable accommodation, and refusal to consider accommodations for restrictions is a clear violation of the ADA.

The resulting settlement requires the \$4.85 million payout as well as a change in policies at IDC. New policies need to reflect the potential need for ADA accommodations such as extended leave with or without pay as well as return to work with restrictions.

Impact for you: Review your company policies. Ensure that you allow for reasonable accommodations and that you do not have blanket policies in place that could potentially restrict an employee’s ADA rights. Bear in mind when you are complying with one law, like the FMLA, that there are others out there that may have an impact on your decisions.

Health Care Reform – Are you ready for the next step?

Changes from the Patient Protection and Affordable Care Act are nearing again. Here is a quick list of points to help ensure your company is ready. More info can be found at: <http://www.dol.gov/ebsa/healthreform/>

Disclosing Summaries of Benefits and Coverage (SBC)

- Effective for open enrollments or new plan years beginning on or after September 23, 2012
- Insurers must provide 4-page SBC to group health plans (GHP) within 7 days after the GHP has applied for coverage

- GHP must then provide the SBC to their participants, at no cost, with enrollment materials and upon request
- 60-day advance notice is now required from the insurer for any material modifications that affect the SBC
- Willful violations could lead to a \$1000 fine per violation

W-2 Reporting of Health Coverage

- 2012 W-2's must report the aggregate cost of group health plan coverage – both employee and employer cost
- Exempt from this requirement – employers filing fewer than 250 W-2's
- Do not include ancillary benefits and/or contributions to HRA's or FSA's

Who qualifies as full-time under PPACA? Why does it matter?

- Employees who work 30 hours a week, on average
- Employers who have 50 or more FTEs are affected by the Shared Responsibility penalties, which are effective in 2014
- Shared Responsibility is only applicable with the FTE is certified to receive premium tax credit or cost-sharing reduction due to the employer's failure to provide affordable coverage meeting minimum value requirements.
- 90-Day max waiting period effective in 2014 only applies to FTEs

Is coverage "affordable" and of "minimum value"?

- Coverage is affordable when it costs 9.5% of an employee's gross household income or less
- If coverage costs the employee no more than 9.5% of their wages they will fall under a "safe harbor"
- Minimum value is minimum essential coverage that pays at least 60% of covered expenses

Is your FSA 2013-ready?

- FSA limit of \$2500 is effective on all FSA plans per participating employee in 2013

IRS increases standard mileage rates

The IRS will be increasing the standard mileage rate for business expenses to 56.5 cents effective January 1, 2013. This is an increase on its current 55.5 cent rate.

**Spring SPHR/PHR Certification Study Group
Submitted by Cheryl Cucco**

A study group is being offered for anyone interested in obtaining their PHR or SPHR certification. The study group focuses on improving general knowledge of Human Resources and prepares individuals for the PHR or SPHR certification exam. Classes will be hosted at Direct Brands, Inc. (formerly Bookspan/YES Solutions) at 501 Ridge Avenue in Hanover, PA. Classes will start on Wednesday, February 6, 2013, and run for 12 weeks, meeting every Wednesday from 4:00pm – 7:00pm.

There is no charge for participation in the Study Group; however, the purchase of the SHRM Learning System is required. The System is aligned with the HRCI Body of Knowledge that is used for the PHR or SPHR certification exam. If you need a copy of the SHRM Learning System, please contact Cheryl Cucco at cheryl.cucco@directbrands.com or at (717) 646-8628 to purchase your System. The regular price of the 2013 SHRM Learning System is \$695 for SHRM members and \$860 for non-members; however, if we receive sufficient registration, we may be eligible to receive the Chapter discount price of \$495, plus shipping.

Deadline for registration in the Spring Study Group session is January 25, 2013. Please contact Cheryl Cucco at cheryl.cucco@directbrands.com or at (717) 646-8628 if you are interested in joining our Study Group.

SHRM Event Calendar

Complete event details and registration can be made by logging on to the SHRM website at www.shrm.org. Be sure to check out all the resources available as a SHRM member!

2012 SHRM Conferences: <http://www.shrm.org/Conferences/Pages/default.aspx>

- SHRM 2012 Leadership Conference; Nov 15-17, National Harbor, MD

Diversity Corner & Workforce Readiness Submitted by John Moore

The following links are from the most recent SHRM diversity newsletter.

Female Leaders Enhance Sustainability

University research finds that more women on corporate boards can improve a firm's sustainability performance.

Help Leaders Learn About Biases

Many Employees Don't Embrace Diversity

Best Multinational Workplaces

Army Campaign Debunks Misperceptions

Workforce Readiness News

HAHRA is hosting a Job Fair for the local Hanover and surrounding area. We are being assisted by Career Link staff and have set the date of Thursday, May 16, 2013. The event will be held at the Hanover Hospital Wellness Center at 400 York Street. The next planning team meeting will be held on Thursday, February 14th at 4 PM at the Elm Avenue office of Adams-Hanover Counseling Services.

Many hands will be needed to make this a resounding success. If you wish to be a part of this event in some way, please contact Amanda Hartlaub, Lisa Reh, Jennifer Harris, Kent Keller, Sara Snyder, or John Moore at 632-4900 ext. 1506 or via e-mail at jmoore@ahcsinc.com.

*DON'T BE LEFT OUT IN THE COLD.....BE THERE FOR THE UNVEILING OF OUR NEW
LOGO.....WEDNESDAY, JANUARY 30TH AT OUR REGULAR MONTHLY LUNCHEON.....*

HAHRA Sponsorship Program Submitted by Amanda Hartlaub

The sponsorship program is designed to bring together HR related business, service providers and our general membership. This is a great opportunity for businesses to present and promote their product or service to HR professionals from the Hanover area. It also provides our members with an opportunity to evaluate various HR related tools to help them in performing their roles in human resources.

As the Monthly Meeting Sponsor, you will receive:

- Prominent mention in any marketing materials (mainly electronic).
- You will be provided a table in the meeting room for you to display your material. Opportunities exist for you to promote your business by interacting with HAHRA members before and after the regularly scheduled monthly meeting.
- Complimentary meal for two company representatives.
- Opportunity to speak for up to five minutes to our meeting attendees about your products and/or services.
- Cost \$300

Please email Julia Groft at Julia.Groft@manpower.com to express your interest and include the following information:

- Your logo
- Organization and Address
- Name(s), title(s) of all attending
- Email
- Website
- A brief description of your product or service (150 words or less)
- Preferred month for sponsorship (Please note that we typically do not meet in June, July, August, or December.)

Checks should be made payable to HAHRA and mailed to:

Julia Groft, HAHRA Treasurer, 300 Frederick Street, Suite 10, Hanover PA 17331

Gift Basket Donation Request Submitted by Judy Rang

I am in need of items for the gift bags that are given to our speakers at our monthly meetings and/or seminars. These items may be large or small. Whatever you have available would be a great addition. These gift bags are given as a thank you to the speaker for coming out to educate us in their field of expertise. Many of these people come on their own time and expense.

If you would like to make a donation please contact Judy Rang at 637-6644 x 358 or jrang@utzsnacks.com and I will make arrangements to pick up your items or you may bring them along to our next monthly meeting. Thanks for all of your help.

Mission Statement

As an affiliate of the Society for Human Resource Management, The Hanover Area Human Resource Association will partner with businesses in the greater Hanover area to: expand Human Resource skills and knowledge through training and education; networking with HR and business professionals; exchange ideas, information and experiences; and other support services.

Board Meetings

Board meetings are held immediately following the close of our general monthly meetings. All officers and committee chairpersons are invited to attend board meetings. Any association member wishing to address a concern to the Board is invited to do so at that time. If inclement weather is pending, the Officers will confer and advise if the meeting will be held. You can call any Officer to confirm if a meeting will be held.

Articles for our newsletter should be submitted by the 7th of each month to Sandy Meyers by e-mail to smeyers@snyders-lance.com. Articles need to be in Word Format (prefer font of Times New Roman, 11) and in paragraph style. This helps me in placing your article within my format copy. Newsletters are posted on our website at www.hanoverareahra.org and members will be notified via e-mail once it is posted. Thank you.

Committee Chairpersons

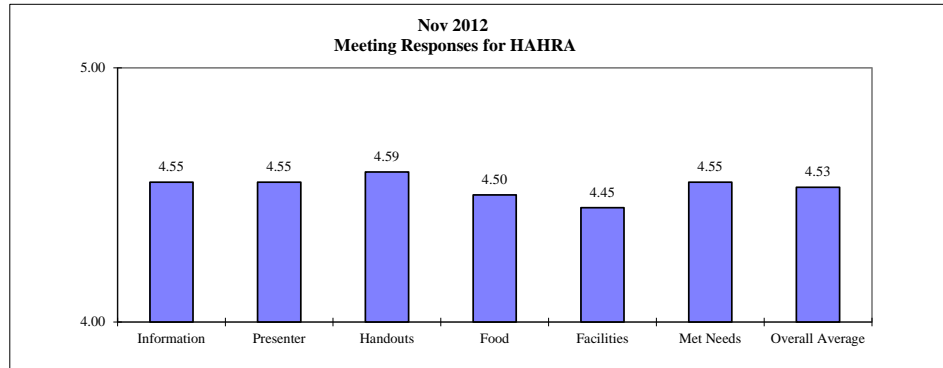
100+ Employee Representative – Judy Rang, Utz Quality Foods (637-6644)
<100 Employee Representative – Pat Leonard, Crosswinds Consultants (515-3863)
Diversity Committee – John Moore, Adams Hanover Counseling (717-479-6497)
Chapter Certification Representative – Cheryl Cucco, Direct Brands (637-3841)
Chapter Legislative Committee – Kathryn Boone, County of Adams (337-9822)
Membership Committee – Jenn Kremenik, Flowserve (410-756-2602)
Professional Development Committee – Kim Wolfrom, Sheridan Press (632-3535)
Workforce Readiness – John Moore, Adams Hanover Counseling (479-6497)
Public Relations Committee – Jennifer Harris, VNA of Hanover & Spring Grove (633-0684)
Newsletter Committee – Sandy Meyers, Snyder's-Lance (632-4477)
Social Events Committee – Marianne Riker, Manpower (630-8423)
Seminar Committee – Julia Groft, Manpower (630-8423); Sara Snyder, Utz Quality Foods (637-6644)
Community Education/Scholarship Committee – John Moore, Adams Hanover Counseling (479-6497)
Audit Committee – Rich Carson, Webb Insurance (637-3670)
SHRM Foundation Representative – OPEN
Nomination Coordinator – Tabetha Miller, The Clarks Companies, N.A. (633-8493)
Technology Committee – Robin Myers, Sonoco (637-2121 x. 10)

November Feedback

November 28, 2012 – *Breakfast meeting* – Unemployment Compensation

HANOVER AREA HUMAN RESOURCE ASSOCIATION NOVEMBER MONTHLY FEEDBACK INFORMATION

	<u>Average Rating</u>
Information	4.55
Presenter	4.55
Handouts	4.59
Food	4.50
Facilities	4.45
Met Needs	4.55
Overall Average	4.53



<u>Overall Average</u>	<u>Average Rating</u>
Jan-12	3.59
Feb-12	4.65
Mar-12	NA
Apt-12	4.65
May-12	4.38
Sep-12	4.38
Oct-12	4.56
Nov-12	4.53
YTD Total Average	4.39

