



• hanover area human resource association •

Volume 16 Issue 3 – March 2013

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

SHRM Web site: www.shrm.org



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A MESSAGE FROM OUR PRESIDENT:

Happy Spring everyone!

We hope that everyone enjoyed the option of having a webinar in February. I would like to thank Dave Basham with the U.S. Department of Homeland Security for educating us on the topics of E-Verify and the I-9 Form, and for providing the free webinar platform to us.

I'm pleased to announce that HAHRA has been designated as 2012 SHRM Foundation Champion. The support provided by the local chapters allows the Foundation the ability to provide opportunities to HR professionals that they may not have had otherwise, including research grants, education and certification scholarships, and various educational resources. These resources are making a big difference in the professional lives of your fellow SHRM members!

As we announced in January, everyone who renewed their HAHRA membership by January 31st was entered into a drawing to win free monthly meetings for the remainder of the year (excluding seminars and other special events). A total of 49 people were entered in the drawing and the winner was Elizabeth Watkins of the Hanover Area YMCA. Congratulations, Elizabeth! Thank you to everyone who renewed their membership prior to the February 28th deadline.

We are looking forward to the upcoming half day seminar on March 27th at the Brethren Home Nicarry Room. Gerry Peterson, Founder and Managing Principal of the Tartan Group, LLC will be educating us on current trends and tactics in union organizing.

PA SHRM State Council will hold its 13th Annual Legislative & Legal Conference on Friday, April 19, 2013 at the Harrisburg Hilton from 8am to 3pm. There is also a networking reception on Thursday, April 18th from 6pm to 8pm. This conference will help you to identify, review and analyze pending legislation in Pennsylvania, get the latest updates on employment law developments, and learn how your career is affected by the legislative process. HRCI credits are pending, but this event was approved for approximately 5 credits in past years. You can register by visiting: <http://www.pashrm.org/>.

Contents:

Message from our President: Pg. 1-2
Monthly Program Schedule; March Seminar Outline: Pg. 2
SHRM Foundation Champion; Membership Renewal Time: Pg. 3
SHRM Event Calendar; Gift Basket Request: Pg. 4
Legislative & Legal Updates: Pg. 5
Job Fair; Mission Statement: Pg. 6
Diversity Corner; Technology Committee: Pg. 7
HAHRA Sponsorship Program; Board Meetings: Pg. 8
Committee Chairs; February Feedback: Pg. 9

MARCH MORNING SEMINAR

Union Awareness: Current Trends & Tactics in Union Organizing, Presented by Gerry Peterson

*Wednesday, March 27th
7:15 AM – Noon (Breakfast Included)*

Cost - \$35 Members/\$50 Non-Members

*The Brethren Home-Nicarry Room
2990 Carlisle Pike, New Oxford
RSVP by Friday, March 22nd on line
at www.hanoverareahra.org*

Continued on page 2

MESSAGE FROM OUR PRESIDENT (continued from pg 1)

Registration for our Spring Job Fair is well under way. This event will be held on Thursday, May 16th from 9am to 1pm at the Hanover Hospital Wellness & Education Center, 400 York Street. If you have an interest in participating, register early to take advantage of several promotional advertising campaigns!

I look forward to seeing you at an upcoming event!

Amanda Hartlaub

Monthly Program Schedule

Program Schedule for 2013:

March 27, 2013 – Seminar on Union Awareness: Current Trends & Tactics in Union Organizing, approved for 3.5 general credits

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

March's Outline Submitted by Kim Wolfrom

ABOUT THE SEMINAR: During the first half of 2012 Unions won 63% of the certification elections held in the US. Current NLRB rulings are aimed to make it easier for unions to organize employees. Organized labor is receiving strong support on a national level from the current administration to make it easier to add new members through organizing. By attending this seminar, you will learn how you can be proactive! Key program objectives to be covered include: Understanding the elements and process of a union organizing campaign, Learning current trends and union tactics in organizing, & Understanding the essential elements of an effective Employee Relations Program.

ABOUT THE SPEAKER: GERRY PETERSON

Gerry is the Founder and Managing Principal of the Tartan Group, LLC, an Executive Search and HR Consulting firm serving clients throughout North America. Gerry has more than 25 years of experience in HR and Operation Leadership roles. He has developed his skills working for firms committed to maintaining a union-free environment. Gerry earned an undergraduate degree at the University of Pittsburgh, his Master's degree in Business Administration at California University of Pennsylvania, and a Master's degree in labor Relations with highest distinction at the Carnegie Mellon University Heinz School. He became an adjunct faculty member at CMU teaching a graduate Labor Relations class.

SHRM Foundation



The following is a message from the SHRM Foundation – THANK YOU and CONGRATULATIONS!

Congratulations are in order! As a result of your fundraising efforts in 2012, your chapter has been designated as a 2012 SHRM Foundation Champion. The support provided by our chapters and councils allows the Foundation the ability to provide opportunities available to your fellow HR professionals that they may not have had otherwise, including:

- Research grants for cutting-edge academic studies
- More than 140 education and certification scholarships to HR professionals and students
- Educational resources including Effective Practice Guidelines reports, DVDs and Executive Briefings

These resources are making a big difference in the professional lives of your fellow SHRM members!

From all of us at the SHRM Foundation, we thank you for your commitment and support with which we were able to celebrate a successful 2012. Keep up the great work and let's make 2013 another great year!

Sincerely,
Michael Ressegue
Development Coordinator
SHRM Foundation
www.shrmfoundation.org



MEMBERSHIP RENEWAL TIME IS HERE
Submitted by Jennifer Kremenik

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. 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."

If you have any questions about the renewal process, please contact Tina Pierozak or Jenn Kremenik at membership@hanoverareahra.org.

SHRM Event Calendar

Date: 04-19-2013

TOPIC: Pennsylvania Legislative & Legal Conference

The Pennsylvania State Council of SHRM, Inc. will hold its 13th Annual Legislative & Legal Conference on Friday, April 19, 2013 at the Harrisburg Hilton. Join us for an educational day of state and federal employment law updates as well as great networking opportunities.

With a focus on the **IMPACT OF THE 2012 ELECTION**, we are pleased to offer a total of five programs for this year's full-day conference. The presenters for the three morning sessions will be Lynn Outwater Esq., SPHR of Jackson Lewis, LLP, Michael Layman and Nancy Hammer, Esq. of SHRM. Presenting for our afternoon sessions will be Glenn Spencer of U.S. Chamber of Commerce, Alex Halper of Pennsylvania Chamber of Commerce and Jonathan A. Segal, Esq. of Duane Morris LLP.

CLE and HR Certification Institute credits pending approval.

For registration, please go to: <http://www.pashrm.org/>. Please direct your questions to Deborah Margulies at dlmargulies@duanemorris.com.

Join us for the pre-conference Reception on Thursday, April 18, 2013 from 6:00 p.m. – 8:00 p.m.

LOCATION: Harrisburg Hilton

2013 SHRM Conferences: <http://www.shrm.org/Conferences/Pages/default.aspx>

- Employment Law & Legislative Conference - Mar 10-13, Washington, DC
- Talent Management Conference & Exposition - Apr 15-17, Las Vegas
- National SHRM Conference - Jun 16-19, Chicago

Chapter/State Council Delegation Pricing Is Back!

SHRM is pleased to announce the return of the Chapter/State Council Delegation Program for the [2013 SHRM Annual Conference & Exposition](#). The program offers discounted rates to chapter members or those who serve on state councils. Chapters may group together or be part of state council groups. This is a limited time offer and all registrations must be received by April 5, 2013. Interested in forming a group for your chapter or state council? [Read more](#). As announced at the Leadership Conference, the volunteer leader discount program is also being offered for the 2013 conference. Online registration at the discounted rate of \$1,160 for eligible SHRM volunteer leaders is now open. Discounted registration period closes April 5, 2013. Eligible volunteer leaders received information via e-mail.

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@utznacks.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.

Legislative and Legal Updates

Time to Start Using New Form I-9

[The link to the new form is here.](#)

Employers should begin using this new form immediately. The new Form I-9 will contain a revision date of 03/08/13. The revision date is located on the bottom left-hand corner of the form.

Final Changes to the Form I-9

The revised Form I-9 makes several improvements designed to minimize errors in form completion, the agency said. The key revisions to Form I-9 include:

- Adding data fields, including the employee's foreign passport information (if applicable) and telephone and e-mail addresses.
- Improving the form's instructions.
- Revising the layout of the form, and expanding the form from one to two pages (not including the form instructions and the List of Acceptable Documents).

60-Day Grace Period

Prior Form I-9 versions (08/07/09) and (02/02/2009) will no longer be accepted after May 7, 2013.

"Employers must use the new Form I-9 immediately; however, USCIS recognizes that some employers may need additional time in order to make necessary updates to their business processes to allow for use of the new Form I-9," the agency said.

USCIS recognized that modifications to electronic systems may be particularly necessary for employers using electronic Forms I-9.

For these reasons, the agency is providing employers 60 days to make necessary changes.

Employers may access the new Form I-9 online by visiting the [USCIS website](#).

To order USCIS forms, employers can call a toll-free number (1-800-870-3676) or visit USCIS's I-9 Central web page at www.uscis.gov/I-9Central.

A Spanish-language version of the new Form I-9 is available for use in Puerto Rico only.

Read more: <http://www.shrm.org/hrdisciplines/global/articles/pages/new-form-i-9.aspx>

Job Fair

Submitted by John Moore

HAHRA is proud to announce our 1st Annual Spring Job Fair. The job fair details are:

When: Thursday, May 16, 2013, 9:00 a.m. to 1:00 p.m.

Where: Hanover Hospital Wellness & Education Center, 400 York Street, Hanover, PA

Cost: \$100 fee includes: *table, chairs, light refreshments, WiFi, employer space for 2 reps and display materials.*

Registration deadline is April 19 and early registrants will be included in several promotional advertising campaigns! A limited number of Electrical outlets will be available so plan accordingly. You can obtain a registration form with details on mailing your form and check for \$100 to reserve your spot now: <http://www.hanoverareahra.org/cgi-bin/events2.cgi>.

Several workshops will be offered to job fair participants free of charge. These informative sessions are designed to educate and better prepare them for workforce challenges. Presentations from Veteran's Affairs, PA CareerLink®, and various HR experts on employer expectations are sure to increase participation and applicant traffic.

Additional information about the event, sponsors, volunteer opportunities or general information can be obtained by contacting a Job Fair organizer listed below:

- ❖ Amanda Hartlaub, Ox Paper Tube and Core, 630-0230 x. 57, ahartlaub@oxpapertube.com
- ❖ Jennifer Harris, VNA of Hanover & Spring Grove, 633-0684, jharris@vnanahanover.org
- ❖ Kent Keller, MANTEC, 843-5054, kent@mantec.org
- ❖ John Moore, Adams Hanover Counseling Services, 632-4900 x. 1506, jmoore@ahcsinc.com
- ❖ Robin Myers, Sonoco, 637-2121 x. 10, robin.myers@sonoco.com
- ❖ Sara Snyder, Utz Quality Foods, 637-6644, ssnyder@utzsnacks.com
- ❖ Alan Dudley, PA CareerLink® - Gettysburg, 334-1173, adudley@state.pa.us



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.

Diversity Corner

Submitted by John Moore

Diversity and Inclusion News

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

[Training Program Offers Diversity Lessons for HR](#)

An Indian college's out-of-the-box approach to who it trains and the challenges it surmounts may offer lessons for HR.

[U.S. Employers Not Meeting Employee Needs](#)

[Disability Employment Resource Page](#)

Find the latest articles and resources to help attract, retain and develop people with disabilities.

Save the Date:

October 7, 2013 Fifth Annual Diversity Summit New Location: New Oxford High School

The organizing committee is currently accepting proposals for presentations. See HAHRA web page for details.

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 from 9 AM until 1 PM.

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 one of the following committee members: Amanda Hartlaub, Jennifer Harris or John Moore at 632-4900 ext. 1506 or e-mail him at jmoore@ahcsinc.com.

Technology Committee

Submitted by Robin Myers



HAHRA is looking to expand our web presence through use of social media. We are seeking volunteers with the aptitude and drive to assist in our endeavors. If you are interested in contributing in our "online" efforts, please contact Robin Myers at robin.myers@sonoco.com or call 717/637-2121 ext 10

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

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

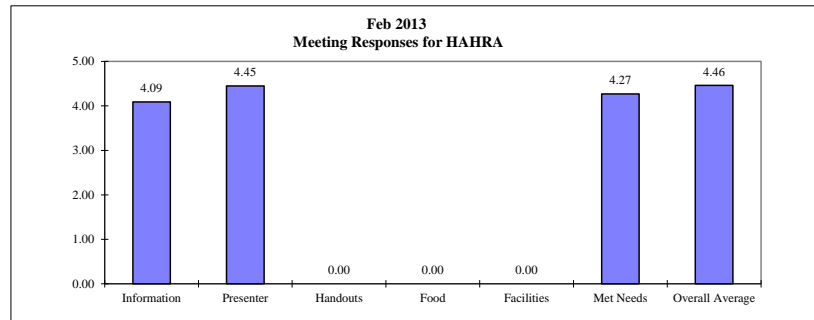
100+ Employee Representative – Judy Rang, Utz Quality Foods (637-6644)
<100 Employee Representative – Pat Leonard, Crosswinds Consultants (515-3863)
Diversity Committee – John Moore, Adams Hanover Counseling (717-479-6497)
Chapter Certification Representative – Cheryl Cucco, Direct Brands (637-3841)
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 – Tabettha Miller, The Clarks Companies, N.A. (633-8493)
Technology Committee – Robin Myers, Sonoco (637-2121 x. 10)

February Feedback

February 27, 2013 – E-Verify and the Form I-9, by Dave Basham, Approved for General Credit (*webinar*)

HANOVER AREA HUMAN RESOURCE ASSOCIATION FEBRUARY MONTHLY FEEDBACK INFORMATION

	Average Rating
Information	4.09
Presenter	4.45
Handouts	--
Food	--
Facilities	--
Met Needs	4.27
Overall Average	4.46



Overall Average	Average Rating
Jan-13	4.56
Feb-13	4.46
Mar-13	
Apr-13	
May-13	
Sep-13	
Oct-13	
Nov-13	
YTD Total Average	4.51

