



Apple Valley HR Association
Board Meeting – January 15, 2009
PAE, Wenatchee WA 98801

Present:

Annie Horey, Melissa Wear-Grimm, Paul Kube, Gil Sparks, Vickie Short, Ruth Erwert, Hana Tate, Tammy Spencer, Sandra Smeller, Karen Bland, Jared Smith, Rachel Darlington, Heather Smith, Barbara Davis

I. Review and Approval of Minutes

Gil moved to approve the minutes as corrected, seconded by Annie, motion carried.

II. Welcome/Call to Order

Melissa Wear-Grimm called the meeting to order at 7:05 am. Melissa made introductions of incoming board members: Heather Smith Diversity.

III. Board Reports

• **Programs**

Jared Smith distributed a one page summary about the program he has arranged in February entitled "L & I Risk Management Seminar". The location will be a room at the Wenatchee Convention Center and Lunch will be served. The cost is \$17 for members and \$22 for non-members. Members can bring a non member guest for free. Doors open at 11:45 a.m. and conclude at 1:15p.m. The current date it set for the 5th but the group asked suggested that it be delay till later in the month. Jared would check with the speakers and get back to us via email. An Ad will be placed in the Wenatchee Business journal. Suggestions were made for next function, perhaps a leave or supervisory training.

• **Diversity**

Heather Smith opened with sharing she was new to this position and if anyone had ideas. Melissa gave links to heather to various outlets and persons to contact, such a Marilyn Dahl.

• **Financial Reports**

Vickie Short distributed financial reports for review. We have a CD in the amount of \$4,457.50 that has matured; the decision was made to wait to put the funds back into a CD till 3rd quarter. The matter will be reviewed again in March. Discussed the proceeds from December Auction \$1900.00 and the amount the chapter plans to send to SHRM. The plan is to send a check to SHRM, \$450.00 for 2007 and \$1200.00 for 2008 = \$1,650.00 will be sent as the Foundation donation. Annie will make arrangement to make the proper changes to the chapter's signature card. Heather moved to approve the change, moved by Tammy seconded by Vicki, motion carried. Gil asked about check from City of Wenatchee in relation to the diversity program for 2007. It was sent to Ruth Erwert, and she forwarded it to me. We had to cash the check that very day, or the City of Wenatchee was going to void the check. It had been sent to the wrong address and surfaced months later.

• **Publicity**

Sue Coe indicated that we had (3) ads left with the Wenatchee Business Journal. All information submitted to the journal needs to be in their possession by the 20th of the month. Rachel brought up the use of radio ads. Sue will contact the journal and advise them of our next program for February.

- **Newsletter**

Hana Tate reported that the need for upping the deadline for newsletter submissions. A calendar was provided with newsletter deadline dates and upcoming board meetings. The topic was brought up as to who the December Newsletter Ad belonged too? Did we bill the merchant? The group also talked about the move to "going green" by moving to sending electronic links to the newsletter via the AVHRA website. This notice of change will be added to February's Newsletter and allow for members to contact Hana if they still would like to receive a hard copy in the mail.

- **Legislative**

Paul had nothing new to add at this time. Gil did mention that a few new regulations were coming into effect, FMLA, ADA and the New Domestic Leave law is just a few. He suggested that each of us review the policies, get updated forms, make changes to handbook and train supervisors/employee's. Effective January 1, 2009, Washington State's minimum wage has increased to \$8.55. New I-9 forms available and is to be in effect February 2009.

- **Membership**

Vicki Short has nothing new to add at this time. Please make referrals about our group to other friends/professionals in the field.

- **Certification**

Annie Horey is ready to move forward and has the course materials. The PHR and SPHR testing is in May-June timeframe so the class will begin in March.

- **School to Work**

Karen Bland was waiting to hear back from Nancy Jagla at Wenatchee High School. A couple contact names were given for Wenatchee Valley College. The job fair was discussed and that it may be canceled due to the current lack of employment in the area, therefore employer participation may be too low. A suggestion was made that we start doing presentations at the High Schools again.

- **Foundation**

Tammy Spencer reported that the foundation auction along with Gill's annual employment law did well, it was the second year and some advertising helped

- **Words of Wisdom**

Gil Sparks added that a recent court case may cause employers to revamp their IT Policy, specific to text message and downloaded images on phones. He also mentioned that one of his clients had an HR job available for anyone who might be interested.

IV. General Interest Items

Melissa suggested that we form a sub committee of members who might be interested in meeting to brainstorm various programs developed for 2009. Melissa would be sending out a meeting notice for those who volunteered; Heather, Gil, Rachel, Melissa, Annie, Susan and Jared.

2009 Programs – ideas of possible topics include: Supervisory Training, Workplace Harassment/Bullying, ADAAA, HR Roundtable Brown Bag Lunches, Economic Woes and how that influences the workplace and Unemployment Appeals.

V. Next Board Meeting

The next meeting will be February 12th, 2009.

VI. Adjournment

With no further business, the meeting adjourned at 8:25 am.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Rachel Darlington". The signature is written in a cursive, flowing style with large loops and flourishes.

Rachel Darlington