

BAHRA Brief

AFFILIATE OF



BAHRA

Brookings Area Human Resource Association

Reaching New Heights in HR 2008 Conference Planning Continues

Volume I, Issue II
2nd Quarter 2007

The 2008 Conference Planning Committee continues working on plans for the 2008 SD SHRM conference that will be hosted by Brookings and our BAHRA chapter.

The marketing materials that will be distributed for the 2007 conference have been finalized. All of the material

focuses around the theme "Reaching New Heights in HR" with the SDSU Campanile tie-

ing the marketing items together.

The flyer was designed with campanile as well as steps to symbolize taking HR to new heights. (Even as high as climbing the campanile steps!)

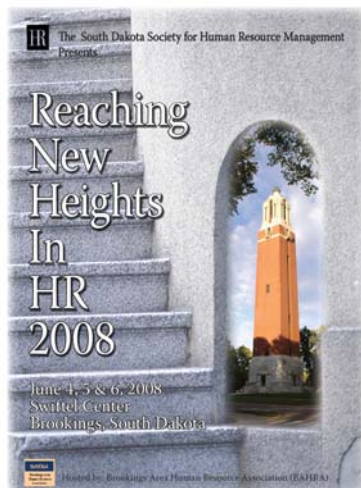
The 2008 Conference Hosts are asked to give a way an item that is used to market the next year's conference to

the current attendees. This year we will be giving away mousepads that are blue with

white lettering in the 2007 Conference bags. The cost of the design, and printing of the flyers as well as the mousepads are being sponsored by Banner Associates, Inc..

The Planning committee has proposed that all BAHRA members that are attending the 2007 Conference in Sioux Falls wear buttons that match the mousepad with a ribbon that says "Ask Me" that would continue to encourage those attending the 2007 conference to plan on attending the 2008 conference.

The next planning session is scheduled for May 22nd at noon at the SDSU Foundation Building (Brown Bag Lunch). At that meeting, the group



Upcoming Events

- May 16-18 State SHRM conference in Sioux Falls.
- May 23rd 2008 Conference Planning Committee Meeting
- May 30 Monthly BAHRA meeting at the Days Inn "The Art of Difficult Conversations"
- June 6 BAHRA Board Meeting



President-Elect Position Appointed Other Volunteer Opportunities Still Available

At the April BAHRA Board Meeting Beck Barkmeier was appointed to fill the vacant term of Vice President. Becky is employed by SDSU as the Assistant Director of Human Resources.

Prior to moving to Brookings she served on the Mitchell Area HR Association Board and was Vice



President for the Campus Chapter of SHRM at USD in Vermillion. Becky's term will run through December 31, 2007.

BAHRA also still has positions available for the Core Leadership Areas including:

- College Relations & Student Chapter Leadership

- Diversity Leadership
 - Governmental Affairs Leadership
 - HRCI Certification Leadership
 - Membership Leadership
 - SHRM Foundation Leadership
 - Workforce Readiness Leadership
- These positions will work closely with the board in meeting chapter and state-wide goals. Anyone interested in these positions should contact a BAHRA board member.

2008 Conference Planning Continues....



Buttons that will be distributed to BAHRA members attending the 2007

would like to focus on discussing topic ideas that would pull our "Reaching New Heights in HR" theme together. This

will be a brainstorming session, and we would like to see as many BAHRA members as possible present to help ensure that a variety of ideas and topics are presented and discussed.

Everyone is asked to bring your ideas, and suggestions regarding topics or speakers that could help in making the 2008 Conference one that everyone at-

tending will gain from.

If you are interested in getting copies of meeting minutes, or finding out more about the 2008 Conference Planning Committee, please contact Barb Teal, Chairperson of the Committee at barb.teal@sdsufoundation.org. Everyone's participation is welcomed and desired!

The Art of Difficult Conversations

Everyone who works with employees, customers, or the public has found themselves in the position of having to engage in a conversation about high-stakes, emotional, or controversial topics. Most of us dislike the idea of having difficult conversations, but for most, it is an inevitable part of our work day. Because of this, the Brookings Area Human Resource Association (BAHRA) is bringing a speaker to its monthly meeting on May 30th that will help attendees to understand the dynamics of difficult conversations, therefore helping to provide the foundation for building empathic, purpose-driven communication. Taking a look at how we approach *difficult situations and people* can support effectiveness and success with emotional, high-stakes conversations. This presentation will help attendees learn how to work through conflict; deliver empathic, assertive messages; and

work more effectively in relationship with others.

The interactive workshop titled *The Art of Difficult Conversations* will be led by Kristine Paranaica, J.D., Director of the Conflict Resolution Center at the University of North Dakota. She has been the director for more than seven years and serves as a transformative mediator, a trainer and facilitator of transformative mediation, conflict management, and other processes. In this session, participants will actively engage to:

- ✦ Gain awareness about why difficult conversations are so difficult
- ✦ Understand how the homeostasis of our workplace and ourselves are impacted
- ✦ Understand the impact of the "fundamental experience of conflict"

- ✦ Address our barriers to having difficult conversations
- ✦ Gain awareness of difficult people – why some people are difficult and what we can do about them
- ✦ Learn tools for having difficult conversations in the workplace.

Because of the broad-reaching scope of this topic, BAHRA is inviting interested individuals in the Brookings Area to attend the training. The workshop will be held from noon – 1:30 pm at the Days Inn in Brookings, and will include a pasta buffet lunch. Cost for attending is \$25 for BAHRA members and \$35 for non-BAHRA members (cost includes the buffet lunch). In addition, the workshop qualifies for 1.5 credits towards your PHR, SPHR, or GHR designation.

To reserve your attendance, or for additional information, please go to www.bahra.us, or contact Tammie Krumm at tkrumm@swiftel-bmu.com or 692-6325.

Brookings Area Career Expo

Plans are underway for the Brookings Area Career Expo. It will be held in conjunction with SDSU's Post High event, so that high school students from the Brookings and surrounding school districts will be able to learn about higher education and area career opportunities all in one field day trip.

The event will take place at SDSU (Post – High event) and the Swiftel

Center (employer career information) on Oct. 2.

In contacts with area high schools, the joint BEDC-Chamber Workforce Attraction Council discovered that several nearby schools were participating in a similar event in Watertown, and would prefer to come to one in Brookings. The Council and its High School Student task force have agreed to adopt the Career

Expo as one of its main workforce development initiatives.

Jeff Kjenstad at the SD Career Center will be coordinating the employer/career opportunities segment.

Interested employers should contact him at Jeff.Kjenstad@state.sd.us.



Membership Survey Results Part I— Networking

Each year BAHRA conducts a survey of its members to determine what areas the Board of Directors can focus on for improvement, continuation, and potential changes. The board would like to thank those of you that took the time to complete the survey. Your responses provide very valuable information in goal setting for future programs, and formulating what direction the organization should progress to.

This year, twenty surveys were returned from members, and the Board spent time reviewing the responses at its April meeting. One of the things that was discussed was taking the time to communicate with the membership about what steps the Board is taking in order to address concerns and ideas that were brought up in the survey. One of the ways that we hope to communicate with members is through a series of newsletter articles, which this article will be the first of..

One of the most important questions in the survey was "As a member, what do you expect from BAHRA? Are your expectations being met?" We then asked respondents to rank the following expectations: Networking, Refreshers/updates, Cutting edge topics, and Others.



When asked to rank their top expectation, eleven people listed networking as the top choice and five people ranked it as their second or third highest expectation. Then when asked whether or not BAHRA was meeting this expectation, nine people said BAHRA was meeting this expectation, while the others answered sometimes or no.

The Board recognizes that networking is an important element of membership in the BAHRA organization, and has made some changes to try and improve the networking opportunities available.

Starting in 2007, we have changed our meeting calendar into a **twelve month calendar** versus a nine month meeting calendar. One of the reasons for this was to allow for **additional round table events** where networking could occur.

We also recognize that you often are sitting at tables with individuals that you may not have met yet and have begun purchasing **name tags** for all members to help assist members getting to know each other at our monthly meetings.

We have increased the number of **volunteer opportunities** available to members to get involved and get to know others involved in the organization. We currently have vacancies in the Core Leadership Areas (listed on page 1). This is an

opportunity for members to get involved and work with the board and other members in formulating the goals and direction of the BAHRA organization.

We are also in the process of updating the **BAHRA website** to include a secure log on where the **BAHRA membership list** will be included with a **search function**. We will be asking all members to identify two or three "key areas" that they feel they could serve as a resource or contact person for. The member search site will be password protected and can only be used by other BAHRA members.

In addition to these items that have already been implemented, the BAHRA board is currently considering other improvements such as a holiday event or an awards dinner in the future.

Although these are just some of the items being implemented and considered, the best ideas usually come from those that are seeking the improvement. So, if you have ideas on things that could be done to improve your networking experience, please don't hesitate to contact one of the Board members with your ideas. They would be greatly appreciated!

In the next newsletter, the membership survey article will look at different suggestions that were made by members so that BAHRA could better meet individual member needs.

New Nametags



BAHRA recently purchased nametags for all members in an effort to assist in networking at our monthly meetings.

If you have not picked up your nametag, you can do so at the next monthly meeting. A sample is shown to the left.

ANNOUNCEMENTS

Do you have something that you would like to announce to the organization? Perhaps a certification that was achieved, promotion, job transfer, graduation, or other good news you would like to share?

If so, please email Stephanie Vogel at svogel@brookingscountysd.gov and we will post your announcement in the next newsletter.



- Jeffery Kramer— VeraSun Energy
- Jessica Spencer— White Healthcare Center
- Abbey Vanderwerf— Brookings Health System

Meet your BAHRA Leadership

2007 BOARD OF DIRECTORS

President

Christine Hormann, MS, PHR
cmh12@msn.com



Director at Large

Jennifer Klingbile, Banner & Associates
jennyk@bannerbkgs.com



President Elect

Becky Barkmeier, SDSU
Becky.Barkmeier@sdsstate.edu



Director at Large

Stephanie Vogel, Brookings County
svogel@brookingscountysd.gov



Secretary/Treasurer

Tammie Krumm, Brookings Municipal Utilities
tkrumm@swiftel-bmu.com



Past-President

Joan Nelson, City of Brookings
jnelson@cityofbrookings.org

LEADERSHIP POSITIONS



2008 Conference Planning Committee Chairperson

Barb Teal, SDSU Foundation
Barb.teal@sdsfoundation.org

College Relations & Student Chapter Leadership

Diversity Leadership

Governmental Affairs leadership

HRCI Certification Leadership

Membership Leadership

SHRM Foundation Leadership

Workforce Readiness Leadership

Career Opportunities

please check www.bahra.us for more details

HR Manager

At **Graco**, we make products that move, measure, control, dispense and spray a wide variety of fluids and are used in over 40 different industries.

Don't miss this opportunity to join the leadership team at our fast-growing factory in Sioux Falls, SD. You will be the site HR leader reporting to the Director of Employee Relations in Minneapolis and be a strong partner to the plant manager.

Your main accountabilities will involve:

- Employee Relations

- Safety
- Coaching
- Communications
- Staffing
- Project Management

What Makes Graco Stand Out?

- 19 consecutive quarters of revenue increases fueled by strong organic growth and acquisitions
- Commitment to technology & innovation – goal of 30% of sales from products sold in last 3 years

- Operating performance excellence within the top 3% of all major U.S. firms

Why this job is Cool!

- § Gain site HR leadership experience
- § Key member of the leadership team
- § Support expansion into new markets

Qualifications

Experience – Six plus years in progressively responsible roles.

Education - Bachelors in HR/IR or related Required; Masters in HR/IR or related or PHR/SPHR certification Desired.

The Brookings Health System has an opening for the following position:

Human Resources Generalist

This is a full-time position reporting directly to the Administrative Service Division Director. The HR Generalist will perform a variety of Human Resources (HR) related duties including some or all of the following functional HR areas: employee staffing; employee relations; training and development;

compensation and benefits; payroll administration; performance management; compliance; health, safety and security.

Qualifications for this position include: A minimum of a bachelor's degree and two (2) or more years of HR generalist experience is required. Certification as a Professional Human Resources (PHR) manager and a background in employment law and other government compliance regulations is preferred.

A Brookings Health System Application may be obtained by contacting us at:

Brookings Health System
300 22nd Avenue
Brookings, SD 57006
(605) 696-9000
Fax: (605) 696-7770
or

via our web site at
www.brookingshospital.org EOE

HR Director

Develop, organize employee benefit bids, employee relations, safety, benefits / worker's compensation, and training aspects of Human Resources. Responsibilities include: staffing, interpretation of company policies, processes and procedures, development of management and staff, succession planning, administration of workers compensation program and reporting, facilities management and development of management and staff.

- EMPLOYMENT

- EMPLOYEE RELATIONS

- HUMAN RESOURCE RECORDS

- JOB ANALYSIS AND COMPENSATION -

- TRAINING AND DEVELOPMENT

- SAFETY

-BENEFITS MANAGEMENT

Human Resources Manager Must Have's:

BA degree, or equivalent. Five years experience implementing policies and procedures with strong compliance background in state and federal regulation adherence. Minimum of one to two years supervisory experience. Experience in the areas of staffing, safety as well as training and performance improvement preferred. Must have demonstrated technical aptitude, strong oral, written, presentation and analytical skills at managerial level. Must deal effectively and courteously with all levels of

personnel within and outside the company as well as with applicants, including ability to respond to management requirements. Must project a positive image when dealing with employees on company issues. Confidential data is safeguarded at all times.

Compensation:

United Retirement Center offers; wages based on experience, comprehensive benefits that include medical, dental, optical, retirement, Paid Time Off

Closing date May 10th, 2007
Please Contact Sally: 605-692-5351 or info@urcpp.com or www.urcpp.com