

Winona, Minnesota

Winona Area SHRM Newsletter

December
2017



President's Notes

By: Ashley Zweep



I hope everyone enjoyed their Thanksgiving and took advantage of the break from work to relax (or shop). This year has consisted of numerous intriguing monthly presenters, another successful Leadership & Development Conference partnered with Winona State University, receiving the Gold Excel Award which recognizes our accomplishments and strategic initiatives, and much more!

Holiday Luncheon & Monthly Speaker - December 12th

Before we end the year we have one more monthly meeting which will be held at Jefferson's Pub and Grill on December 12th from 11:30am – 1:00pm. Winona SHRM is providing all members a buffet lunch including; chicken and wild rice soup and build-your-own sandwich station with a variety of meats, cheese, condiments and tuna salad.

In addition to the free lunch Angela McQuinn will be presenting on *How to Handle Employee Mental & Medical Illnesses*. Lastly, we extended our Annual Elections from November to December. We will provide voting ballots to members who attend the meeting for the 2018 Winona Area SHRM Board Members.

Please [click here](#) to register no later than December 8th.



Annual Elections for 2018 Officers

Below consists of our current Board Positions and the candidates who have interest in either continuing in their role or a new candidate who is interested in a particular role. Ballots will be created and handed out upon your arrival and will be collected prior to the presentation. At the end of the monthly meeting on November 14th we will announce the final decisions of the 2018 Winona Area SHRM Board of Directors.

President – Rebecca Rowe

As the current President-elect I am excited to expand on my duties and be even more involved with the chapter. I have enjoyed finding presenters to discuss a variety of topics with our members. I was also involved with planning the Leadership and Development conference for 2017 and am already getting ideas together for the 2018 Leadership & Development conference to make it another great event! In November, I will be taking a trip to Washington to meet with other SHRM volunteer leaders to find ways to improve on our practices, introduce new ideas to the chapter and find ways to partner with other local chapters to have more connections within our community. I want to be an integral part of the Winona Area SHRM chapter and help improve our local HR community to offer more resources, learning opportunities and networking opportunities. I hope to be your President for 2018!

President Elect – Kelsey Franzen

I would like to continue my role on the Winona Area SHRM board through the year of 2018. The board has given me the opportunity to grow as a professional with in the community of Winona, while directly giving back to the professional community that has helped shape us all. I greatly enjoy all the professional colleagues that we interact with daily and monthly and hope to continue to serve our community as a board member.

Treasurer – Linda Digby

I would like to continue in my role as a member of the Board of Directors & Officer of the Winona SHRM chapter to be able to serve the Human Resources community in the Winona area. I feel my work, educational and professional experiences add meaning and benefits to our mission and goals. I truly enjoy volunteering for SHRM and want to continue in the role of Treasurer.

Legislative Representative – Beth Ede

I have been privileged to serve the Winona Area SHRM members with legislative updates for several years and look forward to serving you for another year. My unique HR position allows me the time and opportunity to stay current on changing legislation and impacts on our organizations and more specifically, HR.

College Relations Chair – Jennifer Davis

I am interested in continuing to stay apart of the SHRM board representing as the College Relations Chair for 2018. This is currently my 4th semester serving as the Winona College Relations Chair partnering with Winona State University. Within this role I am able to assist in building the student SHRM calendar of meeting and events, attend monthly student meetings, promote and administer scholarships and coordinate an annual mentorship program! I enjoy this role because it allows me the opportunity to work closely with vibrant, ambitious, enthusiastic minds! I feel that I'm a good fit for this role because I'm able to easily connect students and companies for various opportunities due to my profession. I also truly enjoy feeding off the contagious positive energy this group of students has!

Marketing Director & Web Coordinator – Brandon McQuinn

I am currently the Membership Director for 2017. In my role this year I have gotten to know more of the people in our chapter, meet all of our new members, and engage our chapter in a deeper way. There is still more work for our board to do and I would love the opportunity to continue to help us grow and evolve as HR continues to do the same!

Membership Director (& Past President) – Ashley Zweep

In the past couple days I have transitioning from President-Elect, President, Past-President and then back to Interim President. In these years I have learned so much about our SHRM organization, had the privilege to interact with a substantial number of HR Professionals, and help provide continuing education for those in the community. In addition, to the Past President advisor role I wanted to continue my deep involvement and assist further. I would like to connect with our current members on how they can become more involved and work on recruiting new members to our Chapter.

Secretary - Melissa Shore

Since coming to work in Winona (6 years ago) I have been a member of the Winona SHRM. I have truly enjoyed being a member and have gotten great benefit from it. One of the most beneficial things for me is the networking and resources. I have enjoyed this last year serving as the Winona Area SHRM Secretary. I have served in the Secretary role for the 2017 year and would like to continue to give my time and resources back to others and contribute at the board level.

Congratulations to Kelsey Franzen who won 2017 Chapter Volunteer of the Year Award! This is a much deserved recognition and we appreciate everything you do Kelsey!

Announcing the 2017 Chapter of the Year Award Recipients!

- Omega Szwuik - Arrowhead HRA
- Julie Schulte - Central MN SHRM
- Jerry Olson - Hiawatha Valley SHRM
- Julie Schulke - Lakes Area HRA
- Kim Savaria - North Star SHRM
- Amy Haney - Northland HRA
- Sandy Feehan - Rochester SHRM
- Shannon Miller - South Central SHRM
- JD Qualley - Southern Minnesota HRA
- Melanie Olsen - Twin Cities SHRM
- Ashley Phillips- West Central MN SHRM
- Kelsey Franzen - Winona SHRM



College Relations

By: Jenn Davis

Where has the year gone?! The final WSU Student SHRM meeting wrapped up on November 29th and it proved to be another successful semester! This semester the students had a variety of events and speakers including the following:

- Charlie Opatz conducting a resume workshop
- Women in Business
- Internship opportunities
- Mike Kreiling with a question and answer session
- Club fundraising
- Community service opportunities
- Nicole Kauphusman on career pathing and “how to’s” on getting your 1st job out of college
- Winona networking
- Joseph Solheid and Jana Craft on safety

We greatly appreciate everyone who helped contribute to a fun and educational semester for the WSU students.

The semester ended with the Winona Area SHRM Scholarship being awarded to Chloe Healy. Chloe is a junior at Winona State pursuing her degree in Human Resources Management and Business Administration. Not only did Chloe write an application but she has been an exemplary student.

We wish all the graduating seniors all the best of luck in their job searches and with the beginning of their HR careers! It's been a pleasure getting to know each of you.

Job Opportunities on SHRM Website

The Winona Area SHRM Chapter has made a change to our *Job Opportunities* section of our website.

If you click on the *Jobs* tab of our website you'll see some new information. Below is a summary of the changes that have been made. If you have an HR position or internships you'd like to advertise on our website, newsletters and on our social media pages, please email Rebecca Rowe at rowe@ci.winona.mn.us.

If you would like to post an HR related position with Winona Area SHRM and for it to be sent to all of our members, please email [Rebecca Rowe](mailto:Rebecca.Rowe@ci.winona.mn.us), President-elect. All postings are 30 days and can be renewed. Job postings are included in the upcoming monthly newsletter and all social media outlets.

- ▶ HR internships for companies with a Winona Area SHRM member in good standing - FREE
- ▶ HR job postings for companies with a Winona Area SHRM member or other regional SHRM chapter member in good standing - **\$40.00**. *Proof of membership must accompany regional SHRM Chapter job submission.*
- ▶ HR internship and/or job postings for companies with no Winona Area SHRM or regional SHRM chapter membership - **\$60.00**.

When applicable, payment must be received prior to posting

<https://winona.shrm.org/job-opportunities>



Winona Area SHRM's Mission, Vision & Values

Mission – (Why we exist)

The Winona SHRM Chapter is a professional organization that exists to:

- Build and sustain partnerships with human resource and business professionals, to address challenges that influence the effectiveness and sustainability of our organizations and communities.
- Provide a community for human resource and business professionals to share expertise and create innovative solutions on people management issues.
- Proactively provide education and research to human resource and business professionals to enhance our organizations and communities.
- Advance the HR profession through outreach, mentorship, and advocacy.

Vision – (What we want to be)

To be the leading resource on people management skills.

Values – (What we stand for)

- Strategic – in our thinking and planning
- Honorable – to our members, our organizations, and our communities
- Respectful – to the SHRM bylaws and legislative guidelines
- Mentorship – guidance and partnering with HR professionals

People, it's our business!

Upcoming Events

By: Rebecca Rowe

SHRM Monthly Meeting
January 8, 2018



Dealing with Drugs (Legal & Illegal) in the Workplace

Stephanie Willing, from Ogletree Deakin’s, will discuss when, why and how to legally drug test employees in Minnesota (with a brief overview of Wisconsin and Iowa as well), the implications of medical marijuana in the workplace (especially when it comes to drug testing), and ADA implications of drug testing and medical marijuana. The presentation will go over the substantive law, and offer practical advice for administering drug testing programs and how to address employee drug use.



2018

January 9 th	Dealing with Drugs (Legal & Illegal) in the Workplace
February 13 th	Attitude of Gratitude
March 13 th	Stop the “Now You See Me, Now You Don’t” Through Beneficial Engagement
April 10 th	Leadership & Development Conference
April 24 th	Roundtable Discussion (topic TBD) & L&D Conference recap
May 8 th	MN Department of Employment and Economic Development
June	TBD
July	TBD
August 14 th	MN Unemployment Insurance Employer Discussion
Sept 11 th	Legislative Update

2017 SHRM Volunteer Leaders' Summit

By: Rebecca Rowe

Winona Area SHRM in Washington, D.C.!

What an experience it was to be surrounded by over 900 Volunteer SHRM Leaders in Washington, D.C. November 15-18. The SHRM Volunteer Leaders' Summit is held annually as a way to bring together those who lead their SHRM chapters and IGNITE their passion and energy for SHRM. This conference was a fantastic way to network with other chapters from across the country and share ideas for ways we can promote the SHRM brand and also how we improve the HR profession through our professional group.

I was fortunate enough to participate in Advocacy Day on Thursday, November 16th. We started the day by getting a briefing from the SHRM Advocacy Team on two different topics we would discuss with our state representatives: the Tax Reform bill and the SHRM Workplace in the 21st Century bill (workplace flexibility). The group from Minnesota started our morning by meeting with Amy Klobuchar's representative and then met with a representative from Al Franken's team. After meeting with our Senate representatives, we then moved on to meeting with our representatives in the House. I met with a representative from Tim Walz team. The experience was one to remember! Capitol Hill is a beautiful place, buzzing with activity and it was great to be on Capitol Hill while our representatives were in session voting on the Tax Reform bill.

The best part of the conference for me was for our chapter to be up for the prestigious Pinnacle Award. It was an honor to be nominated alongside so many other chapters that are doing innovative programs and conferences to further the Human Resources profession. To be a finalist was an honor in itself and although we didn't win for our nominated Leadership and Development conference, we have a great line up already for our 2018 Leadership and Development conference so we will try for the award again next year! More information to come on our conference but mark April 10th, 2018 on your calendars for this year's conference!



2017 SHRM Pinnacle Awards Program

Honoring Outstanding Leadership and Professional Excellence in the Field of Human Resource Management

SHRM Pinnacle Award Program
Sponsored by Paychex, Inc.

Winona Area SHRM Leadership and Development Conference

"To win in the marketplace, you must first win in the workplace." —Doug Conant

In an effort to serve HR professionals and drive community business leaders to "win in the workplace," Winona Area SHRM planned and held a Leadership and Development Conference in the spring of 2017 focused on how communication and attitude affect employee engagement. Professional speakers involved the audience of 60 in discussion, group activity and individual assessment—moving them to the reality that employee engagement is not an HR program, but a core business strategy. Winona Area SHRM gained support from Winona State University College of Business as an event co-sponsor. This allowed for less financial obligation from the chapter and kept the registration cost within reach for our small-community leaders. In addition, eight local businesses assisted in sponsorship in an effort to drive the idea of employee engagement as a core business strategy. Positive feedback followed the conference as the HR and business leaders returned to their offices to focus their efforts on winning in the workplace through improved communication and attitude to positively impact employee engagement.

Legislative Relations

by Beth Ede

OSHA Update

OSHA Delays Electronic Reporting Deadline

The Occupational Safety and Health Administration (OSHA) delayed their electronic reporting rule to December 15, 2017, for applicable organizations. The electronic reporting rule requires certain establishments to report information electronically from their OSHA Forms 300, 300A, and 301. Applicable organizations will need to submit their reports through the Injury Tracking Application (ITA) website by that time or face possible OSHA penalties. Click [HERE](#) for more information.

Health Care Reform Update

IRS Releases 2017 Instructions for ACA Information Reporting

The Internal Revenue Service (IRS) has released instructions for employers subject to the Affordable Care Act's (ACA) 2017 information reporting requirements (Section Reporting).

- [Instructions for Forms 1094-C and 1095-C](#)
- [Instructions for Forms 1094-B and 1095-B](#)

There is currently no extension to the reporting deadlines for 2017 reporting (due in 2018) – the ACA reporting deadlines are as follows:

ACA Requirement	Deadline Date
Applicable Form Delivered to Employees	01/31/2018
Paper Filing with IRS	02/28/2018
Electronic Filing with IRS (required for employers filing 250 or more information returns with the IRS)	03/31/2018 04/02/2018 (due to deadline falling on a weekend day)

SHRM Board Members

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