

Winona, Minnesota



# Winona Area SHRM Newsletter

September 2021



## President's Note

By: Rebecca Rowe, SHRM-CP – Winona Area SHRM Chapter President

First off, I'm excited to announce that we have added another member to our Winona Area SHRM Board of Directors – Cassie Zinns. Cassie will be fulfilling the role of SHRM Foundation Director for the remainder of 2021. Cassie is currently the HR Generalist at Behrens Manufacturing. Cassie has been a member of SHRM for years and is excited to engage with more members within our chapter.



## BOARD OF DIRECTORS

Our President-elect role remains open, and we are looking for someone to join our board in this pivotal role. The President-elect will serve in that role for one year and come January 2023, will take over as President of our chapter (2-year term) and I will step into our Past President role. Throughout the remainder of 2021 and 2022, I will work directly with this person to learn the role and help them feel comfortable transitioning into the role. The role of President-elect and President are so rewarding and full of great opportunities for networking, advancement within SHRM and development of leadership skills. The time commitment for this role is about 5 hours per month, with increased time leading up to our annual Leadership and Development Conference in April each year. Benefits of the role of President-elect: MNSHRM Leadership Conference (typically held in January each year), SHRM Volunteer Leader Business Meeting (typically held in Washington, D.C. annually in November), networking opportunities, leadership experience and so much more! If you are interested, please [email](#) me!

Establish yourself as a globally recognized human resource expert by earning the new standard in HR certification utilizing the 2021 SHRM Learning harmonize standards with changing HR expectations.

WSU secured a partnership with St. Cloud State University to offer this instructor-led course. If you learn best with live, online human interaction and guidance, this is the format for you. This course has consistently surpassed the national pass rates for certification (December 2019 - February 2020 pass rate was 100% compared to the national average 66%).

[REGISTER HERE](#)



Keep an eye out for next month's newsletter where I'll give a full update on the SHRM Annual Conference in Las Vegas, NV.



The Veterans at Work Certificate, developed for HR professionals, hiring managers, and front-line supervisors, is a multi-faceted program from the SHRM Foundation and brought to you with generous support from Comcast NBC Universal. Through the certificate program, you will learn:

- Learn the value that skilled veterans bring to the civilian workplace
- Demonstrate your commitment to attract, hire and retain these talented professionals
- Earn 10 professional development credits toward your SHRM-CP or SHRM-SCP recertification

The Veterans at Work Certificate is completely free and open to all. You do not need to be a SHRM member, and you do not need to hold a SHRM credential to earn this certificate.

To learn more, go to [SHRMs Veterans at Work Certificate Program](#) website.

Join us for a HR discussion in Slack – click [here!](#)



Winona Area SHRM has started a Slack channel. Slack is an online platform, specific to Winona Area SHRM. You are able to ask questions and get guidance from other Winona Area SHRM members. For our longtime members, you may remember a Yahoo email group that we had been utilizing. Unfortunately, the capabilities of this are limited and we are hoping to have an easier way for our members to communicate with each other.

If you would like to post an HR-related position with Winona Area SHRM for 70+ HR professionals to view, please email Rebecca Rowe. All postings are active for 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 member or other regional SHRM chapter member in good standing - \$40.00
- HR Internships and/or job postings for companies with no Winona Area SHRM or regional SHRM chapter member - \$60.00

## 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!**



### Director of Human Resources

Plan, direct, and coordinate human resource management activities of Winona ORC relating to employment, compensation, benefits, and payroll and employee relations. Oversee and manage all workers compensation and unemployment claims. Ensure activities and operations are carried out in compliance with all regulatory agencies. A broad base of human resources experience required. Bachelor's degree in Human Resource Management required. SHRM certification preferred. Candidates must possess a valid driver's license, have a good driving record, and pass MN Department of Human Services background study and pre-employment drug screening. Competitive pay, access to group, dental, life, disability insurance, and retirement options.

Submit your resume to: [hssmith@winonaorc.org](mailto:hssmith@winonaorc.org).  
**Winona O.R.C. Industries, Inc.**  
**1053 East Mark Street, Winona, MN 55987**  
 EEO/AA Employer



#### 2021 Winona Area SHRM Calendar of Events

Date	Presenter	Topics
October 10 <sup>th</sup> and 11 <sup>th</sup>		MNSHRM Annual Conference Click <a href="#">here</a> to Register!
November 9 <sup>th</sup>	Nancy Biber	Secret Sauce to Obtaining & Retaining Top Talent, Improving Profitability, and Increasing Customer Satisfaction
December 14 <sup>th</sup>	Sue Sieger	Year End Compliance Review

#### **September 2021 Monthly Meeting: FMLA Compliance & Best Practices**

Tuesday, September 14<sup>th</sup> from 12:00 p.m. – 1:00 p.m.

Nancy will be sharing how to properly manage FMLA within your organization such as:

1. What's New with FMLA
2. FMLA After COVID
3. Certification and Recertification (& their challenges!)
4. Practical Issues Facing Employers Under FMLA
5. Investigating Potentially Fraudulent Use of Leave

Click [here](#) to register!

Facilitator: Nancy Vollertson

Pending approval for 1 PDC for SHRM-CP or SHRM-SCP

## Workforce Readiness

Julie Kiehne – Workforce Readiness Director

### Why It's Time to Re-Onboard Everyone

Workplaces are in a state of tumult. Resignations, new hires, hybrid work, new missions and goals—with all the changes, even long-tenured employees are feeling like newbies. Take time to reintroduce everyone to one another and to the expectations leaders have for working in the new pandemic environment.

There are two primary forces that are destabilizing employees: unprecedented turnover and uncertainty. The number of people switching jobs has skyrocketed to historic highs in what experts are calling "*The Great Resignation*." At the same time, teams are starting to transition to hybrid work. These upheavals mean that even long-time employees — who have spent years building their reputations within an organization — may now feel they're starting from scratch. Great onboarding helps individuals regain their confidence and cuts down the time it takes for them to get up and running. But new hires aren't the only people who could benefit from this type of structured support. Right now, *everyone* at your company needs some form of onboarding.

To combat these anxieties, schedule time for your team to agree on cultural and emotional norms. Science shows that setting clear expectations up front can have a powerful influence on employee performance. Here are a few prompts to get you started:

- How can we ensure teammates who aren't in the office still have a voice?
- How will we track progress and update each other throughout the week?
- How do we each prefer to receive feedback?

[READ MORE](#)

Source: 2021 SHRM, Liz Fosslien

Contact Workforce Readiness Director, Julie Kiehne [jkiehne@winona.edu](mailto:jkiehne@winona.edu) for resources on how to coordinate a Re-Onboarding Strategy for your team.

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## Legislative Update

Beth Ede

### Legislative Update – Quiet at Federal and State Levels

Have you felt like there has been very little communication about legislation related directed at our workforces? I sure feel like I'm just waiting and a bit worried by the quiet. With that said, there really isn't anything new to report.

There is some impact of the American Rescue Plan Act on employers – to review this information, click [HERE](#). This includes the voluntary extension of the FFCRA-like leave through September 30, 2021 and the fee COBRA coverage mandate. There is some rumblings that these may be expanded through year-end 2021, but stay tuned for further information.

In Need of Resources on Various Topics – Utilize the SHRM.org Site

There are many resources on the SHRM website that are readily available to you as a SHRM member and can assist you with initiatives / issues within your organizations – here are just a few links:

- [Return to Work](#) – resources to help guide your workplace through the difficult challenges of returning employees to the workplace during the ongoing COVID-19 pandemic
- [Remote Work](#) – resources to help your organization navigate remote and/or flexible work arrangements
- [COVID-19](#) – resources, tools, and samples to assist your organization during these challenging times
- [Workplace Equity](#) – SHRM Together Forward @ Work Initiative to pursue equity for all
- [Tune in Tuesdays](#) – digital series of interactive episodes from leading experts on all things work
- [Interactive Tools](#) – suite of interactive tools that can help with several essential HR functions including comparing state labor laws, performing salary benchmarks, generating performance review, etc.

**Membership**

**Tabitha Newton, Membership Director**

**1005 Job Descriptions, Oh My!**

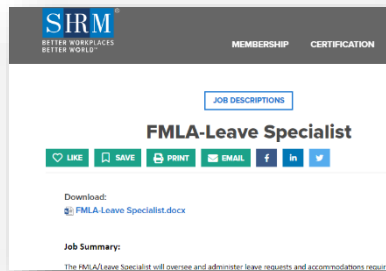
In our ever-changing job market, the talent we need is changing just as quickly. If you need to create a job description and get a job posted to search for talent, then you know the value having a bank a of job descriptions at your fingertips. Where can you find this? This great benefit is included with your national SHRM membership. Just visit the job description site at:

<https://www.shrm.org/ResourcesAndTools/tools-and-samples/job-descriptions/Pages/default.aspx> and you will be able to search by job sector or alphabetically.

You can even easily download the job description as a Word® document.

So, what will you find? Sectors from Accounting and Finance, Customer Service, Health Care, Human Resources, Manufacturing, Sales, to Transportation and everything in between. There are job descriptions for positions as specific as FMLA-Leave Specialist.

You have enough on your plate. Make sure your SHRM membership is working for you!



**Member Spotlight – Katie Jore**



Katie Jore, Express Employment Professionals

We are excited to introduce Katie Jore who is a new member of our chapter! Katie is an Employment Specialist with Express Employment Professionals in Winona, MN. She started with Express in 2019 as a Recruiting Specialist and after graduating from Western Technical College with her HR Management degree, she joined the team at Express full time as an Employment Specialist. In her position, Katie manages multiple client accounts with over 100 associates on assignment. She enjoys being a resource for all things HR - from recruitment advice, sharing market data and trends focused on wages, improving retention, and building relationships within the community.

In her free time, Katie enjoys taking long walks with her dog

**SHRM Board of Directors**

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**President-elect**

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