

DECEMBER PROGRAM MEETING

Greasing-Up the Stuck Employee

Speaker: Dr. Cal LeMon
President, Executive
Enrichment

Tulsa Marriott
Southern Hills
1902 East 71st Street

December 15, 2010

Program Meeting 11:15-1:00



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Chapter 0175



TAHRA NEWS December 2010

DECEMBER MEETING

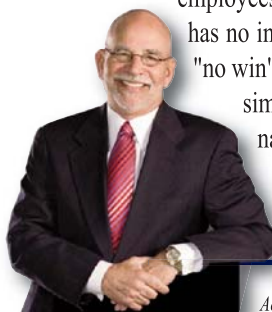
Greasing-Up the Stuck Employee

Speaker: Dr. Cal LeMon, President, Executive Enrichment



This program has been approved for 1.00 (General) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org. The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

The December program will supply practical suggestions for leading the stuck employee into "going with the flow". Dr. Cal LeMon will identify institutional factors that may be encouraging employees to leave their brains at home and how to verbally confront someone who has no interest in making changes. He will also share how to find a "win" for the "no win" employee when this person must change and how to build trust with pessimistic employee. He will also discuss how to legally and ethically terminate an employee who decides your organization is not the place for him/her but, who also decides to keep showing up every day.



Dr. Cal LeMon

According to the SHRM, Dr. Cal LeMon has been designated among the "Ten Best Speakers in America."

After an acclaimed career in the ministry which included serving as senior minister of a large, multi-staff parish and a chaplain at Harvard University, Dr. LeMon made a professional shift to become a senior faculty member with National Seminars Group. Cal traveled across the United States, Canada and Europe and quickly became the highest rated (from audience evaluations) male presenter for NSG.

Dr. LeMon is the president of Executive Enrichment®, Inc., a corporate education and consulting firm. Cal's client list includes John Deere, Toyota, El Paso Corporation, Gannett Media, AT&T, Caterpillar; Kansas State Foundation, International Association of Administrative Professionals, Great Game of Business, US Navy and Harley-Davidson.

In the last 18 years, Dr. LeMon has built a solid career by providing audiences with content that makes sense and a style that makes listening easy. Here are some of the highlights from Cal's exceptional career.

- Personally taught all 1400 employees of Tucson Electric Power Company five, core courses on the skills of working in an empowered workplace
- Designed and hosted nationally syndicated video conferences for the American Public Works Association and MCI
- Designed and presented leadership development training for seven Gannett-owned newspapers.
- Wrote and presented managerial training modules for AT&T in six locations through the Midwest.
- For the past nine years has presented concurrent workshops and Mega Sessions at the International Conference for the Society for Human Resources Managers.
- Has presented workshops at the America Legal Administrators Annual Conferences and designed and delivered a national ALA teleconference.
- Is listed as one of only six, featured speakers for The Great Game of Business.
- Designed a state-wide public relations program for the California Association of School Transportation Officials that included the production of an award-winning video, "Stop...In the Name of Love."
- For the past 21 years has written and presented 12 leadership development programs for El Paso Corporation, Houston, Texas. One of these learning modules, "Creativity as a Business Strategy," was disseminated through the company using a video and study guide format. Dr. LeMon also provides an annual leadership enrichment program for El Paso's office in Rio de Janeiro, Brazil
- Presented the two-day Executive Leadership Development Program for the John Deere leadership teams of its largest dealerships in the United States and Canada.



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TAHRA PARTNER PROGRAM

Our corporate sponsors are a very critical element of TAHRA. The revenue gained from our sponsors and advertisers allows our organization to develop and present quality continuing education programs for our members, create opportunities for peer networking and enhance our overall contribution to the human resources profession.

TAHRA Partners

TAHRA is pleased to introduce this opportunity to partner with our many supporters and sponsors by providing greater access to our membership and recognizing those that are truly our "Partners" as demonstrated by their continued support of our association and the industry we represent.

Cost - \$500 annually

TAHRA Partner Benefits

All TAHRA Partners will have their corporate logos prominently displayed at each monthly luncheon. Additionally, they will also be recognized in a specific area of each monthly newsletter and the TAHRA chapter website. TAHRA averages 24 such events and exposures annually.

The best part of being a TAHRA Partner is the 15% discount off **all** sponsorship opportunities throughout the year, such as:

- Website Advertising (500+ members with access and TAHRA.org is open to the public)
- Website Vendor Directory, either Standard or Premium Listing
- E-Newsletter Advertising (500+ members with access)
- Program Sponsor (Average Attendance is 110)
- Annual Golf Tournament Sponsorship

Potential Average Savings - \$1,020 annually!

TAHRA Partner Registration

Partner Name: _____ Contact: _____

Phone: _____ Fax: _____ Email: _____

Mailing address: _____ City: _____

State: _____ Zip: _____ Send invoice to (check one): ☐ Fax ☐ Email ☐ Address

Return Registration to: Susan McGinnis, fax: (918) 369-5906 or email: susan@benex.org
or mail: Susan McGinnis, BenEx, 8516 E. 101st, Suite H, Tulsa, OK 74133.





PRESIDENT'S LETTER

Bryan Wempen

2010 TAHRA President

TAHRA 2010 Year in Review

Wow! What an amazing year, I hope that everyone has enjoyed a positive year in 2010. We (TAHRA) have accomplished something that has never been done before, we finished 2010 with 530 members. This number represents a significant milestone in the long history of the Tulsa Area HR Association as 530 members is the highest number of members that we've had in the history of the association. The Board and I are extremely proud of both what our organization contributes to HR profession as well as the Tulsa area, but most importantly it's a privilege to serve you as the members.

Some other accomplishments in 2010: TAHRA had the largest number of chapter members attend the State Conference; TAHRA was also the host chapter to the most financially successful and largest State Conference in the history of Oklahoma HR Conferences.

I've had the opportunity to share with various leaders of the national SHRM organization, State Councils and local chapters around the United States what we are doing that is special here in Tulsa. Our successes with increasing membership and over-all stability, when the majority of the SHRM communities nationwide are experiencing negative membership growth, are something that our peers are very interested in hearing about. So let's keep it up for 2011 with more of the successful tradition.

Some additional information about TAHRA: out of 530 members, 65% also belong to the SHRM National organization and 50% have been certified with a PHR, SPHR, or GPHR. What a fantastic asset to our association to have such dedicated and experienced professionals as members!

This year we organized Program Meetings, Learning Labs, Supervisor Training, Return on Inclusion Summit, Diversity Roundtables, Golf Tournament, Networking Events and the Employment Law and Practices Seminar. Of these events, 19 were pre-approved by the Human Resource Certification Institute for recertification credit hours for a total of 38.75 hours, 8.75 of those hours were for Strategic credit hours. Your TAHRA Board of Directors coupled with the valuable feedback from you, the members, has worked hard to deliver quality, HRCI approved programs to the TAHRA membership.

As we wind down 2010 we hope that you have found value in your TAHRA membership and will not only consider renewing for 2011 but will also be committed to recruit one (1) additional professional who can also enjoy TAHRA. A special thank you to all of our 2010 Board Members Volunteers, Partners and Sponsors we could not have done it without you all.

If you have any feedback or are not convinced that you're getting your "return-on-investment" for your TAHRA membership please contact me directly as I appreciate discussing and working to resolve this.

Bryan Wempen

Bryan Wempen
2010 President



MEMBERSHIP

Chris Cable, VP Membership

Happy Holidays TAHRA! This has been a phenomenal year for our organization, and we are in the middle of renewal season. With record membership numbers, outstanding programs, learning labs and other value added activities, TAHRA is still a value that is second to none. Our 2010 membership finished at 530 members.

WELCOME NEW MEMBERS...

Jim Martin	O.C. Tanner Recognition Company
Lou Crespin	Nordam
Michelle Lehman	Premier Staffing
Kira Tiller	CB Richard Ellis OK
Wendy Elliott	Norris
Cindy Allen	KAMO Electric Cooperative, Inc.
Erica Felix-Warwick	City of Tulsa
Carline Crane	Stanfield & O'Dell
Stanna Brazeel	TD Williamson

Thank You!

Glendening McKenna Prescott & Robertson

Brandon Burris with Glendening McKenna Prescott & Robertson have donated \$500.00 to our membership campaign, and our November winner wraps up this campaign which was a tremendous success! We expect to have another great membership campaign in 2011.

We encourage everyone to take advantage of this opportunity to refer and connect TAHRA with HR professionals not engaged with our group!

The winner of a \$100.00 gift card for November is

Heidi Hartman with **Luna Sol Consulting**.

Congratulations Heidi!

2011 TAHRA MEMBERSHIP

Your **2010 membership expires** on December 31, 2010, and it is time to renew for the 2011 membership year. The entire renewal process is done online; it is a quick and easy procedure. If you have already renewed, thank you!

To renew your TAHRA Membership for 2010, go to the website at www.tahra.org and log in to your account. Next, go to the Membership tab and click Membership Renewal. Update your Personal, Professional and Business information, and TAHRA Preferences, then click Continue Renewal.

~ If you wish to pay by credit card, follow the credit card prompts.

~ If you are paying by check, click on the "pay by check" link.

As you are aware, TAHRA is a valuable asset to the HR professional. Don't miss out on this year's events, emails, HRCI credits, networking with friends and other HR professionals, and all that TAHRA has to offer. Ensure continuation of TAHRA benefits by renewing your membership now!

The foundation of TAHRA is its members and their support ... be a part of that foundation!



ORU Student Awarded 2010 TAHRA Scholarship

Cherish Buchanan, a senior at Oral Roberts University was announced as the **2010 TAHRA Scholarship** winner at the TAHRA Program Meeting on Wednesday, November 17th, 2010. Cherish will earn her Bachelor of Arts in Communication with an emphasis in organizational communication in 2011. She currently serves as the Vice President of the ORU Student SHRM Chapter and President of her Student Chapter of the American Society of Training and Development (ASTD). Congratulations Cherish!

TECHNO-TAHRA:

Diem Lewis, Board Member At-Large Website Chair

TAHRA is excited to share that in addition to our presence on LinkedIn, we are now also on Facebook!

Why join TAHRA on Facebook?

Joining the Facebook page makes receiving news and updates from TAHRA even easier. You will receive event reminders and important news in a medium that you may already be visiting regularly. You can even subscribe to SMS services for more frequent updates! The TAHRA Facebook page will allow you to easily interact and connect with other members if you choose to. The page also contains a discussion forum where you may receive answers to relevant Human Resources topics.

TAHRA encourages our members to be a fan and “like” us on Facebook. The first 50 members to “like” us on Facebook will be entered into a drawing for a \$50 gift certificate!



[Click here to find us on Facebook!](#)

While you're online...why not join us on LinkedIn as well?



[Click here to get “In”.](#)

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EEOC RELEASES NEW GINA REGULATIONS

On November 9, 2010 - almost a year after the law went into effect - the Equal Employment Opportunity Commission (EEOC) issued final regulations implementing the employment provisions of the Genetic Information Nondiscrimination Act (GINA), which prohibits use of genetic information to make decisions about health insurance and employment, and restricts the acquisition and disclosure of genetic information.

In 2008, Congress promulgated GINA, responding to concerns that patients would decline to take advantage of the increasing availability of genetic testing out of fear that they could lose their jobs or health insurance if such tests revealed adverse information. GINA prohibits employment discrimination based on genetic information, and restricts the acquisition and disclosure of genetic information.

GINA applies to all employers with at least 15 employees. Along with the new regulations, the EEOC has provided a GINA Q&A for small employers, which can be found at http://www.eeoc.gov/laws/regulations/gina_qanda_smallbus.cfm.

The final regulations provide examples of genetic tests; more fully explain GINA's prohibition against requesting, requiring, or purchasing genetic information; and describe how GINA applies to genetic information obtained via electronic media, including websites and social networking sites.

The regulations do allow companies to learn this kind of information under certain circumstances, such as:

- when discovered inadvertently;
- as part of a wellness program, as long as the information isn't used for cost-setting purposes;
- as part of the FMLA certification process;
- as part of a program that monitors the effect of toxic substances in the workplace; and
- for law enforcement purposes.

The exception for inadvertent disclosure seemed to provide some assurance to employers that lawfully requesting medical information as permitted under the FMLA, ADA and other state and federal laws would not result in a violation of GINA, even if the request happened to result in the disclosure of genetic information. However, under the new final rules, employers can rely upon this "safe harbor" only if they affirmatively notify employees of GINA's limitations on requests for genetic information.

Specifically, the regulations state:

If a covered entity acquires genetic information in response to a lawful request for medical information, the acquisition of genetic information will not generally be considered inadvertent unless the covered entity directs the individual and/or health care provider from whom it requested medical information (in writing, or verbally, where the covered entity does not typically make requests for medical information in writing) not to provide genetic information.

The rules go on to state that employers can satisfy this notice requirement by including GINA disclaimer language in a request for medical information, such as an FMLA certification form.

Unfortunately, when it comes to FMLA leave for a family member, simply inserting disclaimer language into a certification form may be misleading. As noted above, GINA includes an additional exception that allows employers to ask for "family medical history" to comply with the FMLA. Consequently, when seeking leave for a family member's serious health condition, it may be necessary to modify language to make it clear that "family medical history" is required, at least to the extent necessary to make the medical certification complete and sufficient under the FMLA.

PRACTICE POINTER: The new final GINA regulations take effect January 10, 2011. As soon as possible, and no later than the effective date, employers should update their FMLA medical certification forms to include "safe harbor" language. Employers who use the DOL model forms should consider including safe harbor language as an additional attachment or addendum to the forms. The disclosure language should also be included on other requests for medical information, such as requests for documentation of an employee's need for an accommodation and fitness for duty certifications. Employers who have not already done so should immediately conduct training for HR personnel, managers and supervisors about GINA (and other related employment laws), and ensure that their internal policies and procedures comply with the new regulations.

Should you have any questions regarding the information contained in this article, please do not hesitate to contact Kirk Turner at (918) 587-0101, or by email at ktturner@newtonoconnor.com.



METRO TAHRA - Issues Related to HR & Our Community

Denise Reid, Chamber Liaison

Start Your Recruiting Engines!

We've seen a major uptick in activity with local businesses seeking skilled talent. We've also heard from a lot of HR professionals, recruiters and hiring managers that the available labor pool is less than engaged and willing to get started.

InternInTulsa.com – a great website to consider for creating an internship program. The site includes a “HIRE Education” guide for starting an internship program and also offers “no cost” job postings for internship opportunities.

[Craig's List Tulsa](http://tulsa.craigslist.org/) – is another free resource that's been touted for hourly workers. It does need to be updated frequently to maintain visibility of openings - <http://tulsa.craigslist.org/>

[Oklahoma Job Link](https://servicelink.oesc.state.ok.us/ada/mn_quicksearch_dsp.cfm?type=e&choice=1) – this statewide website allows you run quick keyword searches for available candidates in their system - https://servicelink.oesc.state.ok.us/ada/mn_quicksearch_dsp.cfm?type=e&choice=1

[Networking](#) – find local professional organizations with chapters in our area that offer membership and job postings services

[OKACE.org](http://www.okace.org/) – association promotes understanding and cooperation between college career services offices and employers - <http://www.okace.org/>

[ChooseTulsaJobs.com](http://www.choosetulsajobs.com) – great resource to introduce Tulsa's Live, Work & Play quality of life to out-of-area candidates. Site includes cost of living calculator and relocation assistance and networking for trailing family members – www.choosetulsajobs.com

If you know of individuals seeking additional assistance with career development or job readiness training there are several “no cost” programs available in our region. I've listed a few below.

[Tulsa City-County Library](#) – offers online training coursework; college prep, GED prep, Job Search & Work Skills, Jobs & Careers, Skill Building for Adults and more.

[Job Lab](#) – monthly classes offered at three Tulsa area libraries – for more information contact Jennifer Greb (918) 596-7969 or jgreb@tulsalibrary.org

[JobStart101.org](http://www.jobstart101.org) - is website that offers online training and workbook for college students and young professionals for success in post-college employment – www.jobstart101.org

[Workforce Tulsa/Oklahoma](#) – offers job readiness training, Work Keys assessments and more – (918) 796-1200

[Goodwill Industries of Tulsa](#) – offers their Job Connection program for more information call (918) 599-0067 or jobs@goodwilltulsa.org

Happy hunting and best of luck with developing your talent pipeline. Please let me know if you need additional resources and I will be happy to offer connections and suggestions. I can be reached at (918) 560-0255 or via email denisereid@tulsachamber.com.



PROGRAM SPONSORS NEEDED

Monthly Meeting Includes:

- Exclusive sponsor for Monthly Program Meetings
- Display table in the registration area.
- Three (3) minute organizational presentation.
- Written company informational packets at each place setting.
- Door prizes (when the educational session is completed).
- Organization name on meeting agenda
- Food & beverage for two (2)

If your company is interested in being a sponsor or you know of a company that would be interested please contact Shahla Wright at 918-641-2579 or sWright@cbizmmp.com

RICHARD J. MESSER AWARD WINNER

Bill Young, Board Member at Large

Tulsa Area Human Resources Management Association

Richard J. Messer Excellence in Human Resources Management Award for 2010

Each year TAHRA accepts nominations for and selects a recipient for the Richard J. Messer Excellence in Human Resources Management Award. This award is named in honor of Rick Messer who was a founding member of TAHRA and was both a National Chairman of SHRM and the founding Chairman of the Human Resources Certification Institute which is the organization that provides the PHR and SPHR certifications.

The purpose of the award is to honor a TAHRA member for service to TAHRA, to the Oklahoma State Council for Human Resources Management, service to the HR profession at a national level as well as contributions to their own organization and to the wider Tulsa community.

TAHRA is pleased to announce the recipient of the 2010 Messer Excellence Award is **Laura McIntosh, SPHR**.

Laura's background and accomplishments include a Bachelor's degree in sociology from the University of Wisconsin – Whitewater.

She has 25 years of exempt level professional human resources experience (Johnson Controls, Remedy Temp Services, AeroJet Ordnance, BCBS of Western PA, Renberg's, Hall Estill Law Firm & Tulsa World). Laura received her SPHR certification in 1994 and achieved lifetime certification in 2000. She has been a TAHRA member since 1991. As a TAHRA member she has served as Board member from 1997-2001 and 2009 in various capacities including Treasurer (two terms), Vice-President, President and Past President. She was an Oklahoma State Council member (1998 – 2003) and served as the College Relations Director in 98-99, TAHRA rep as President in 2000 & elected Secretary/Treasurer (1-1-01). Laura also served as TAHRA Chapter Management Professional from May 2000 through December 2004. She was the recipient of the 2001 recipient of the Oklahoma State Excellence Award. She served as a volunteer for the Oklahoma State Conference 1999 – 2003 and as Administration & Finance Chair for 3 years.

Laura pioneered TAHRA's involvement in Groundhog Day (TAHRA received a Proclamation by the Mayor) in 1999 serving as Co-chair of Placement, a one day event where we placed over 300+ area high schools students into a job shadowing opportunity of their choice using local businesses/individuals in Tulsa. TAHRA submitted this program/project as a Pinnacle Award nominee.

She has been an active participant in many events, programs, & fund raising committees for TAHRA over the years including First – Fifth annual TAHRA golf tournaments, numerous Mock Trials, resume & interviewing skills training sessions with various student groups, and guest speaker at various college student chapters (OSU & ORU). Laura is currently working in Human Resources at the Tulsa World where she has been since 2005.

Also, as part of the award, there is a check for \$500 for the charity of Laura's choice. Laura has selected Catholic Charities as the recipient.

Please join TAHRA in congratulating Laura on her accomplishments and as the 2010 recipient of the Messer Excellence Award.



JANUARY EXTENDED LEARNING LAB

Patty Smith, VP Education

January 27th 1:00-5:00 p.m. and January 28th 8:00 a.m. - 5:00 p.m.

TTC Lemley Campus ♦ Training Center Room #3

This January, TAHRA will be offering an "extended" Learning Lab, a 12 hour course on Mental Health First Aid. This course has been submitted and is pending approval for 12 hours of HRCI credit. For this lab, there are 25 spots available and the rate is \$100 for TAHRA members. The lab will be January 27 from 1:00 pm to 5:00 pm and January 28 from 8:00 am to 5:00 pm with a one hour lunch (on your own) break. This is a great opportunity for TAHRA members to attend this course at a reduced rate and gain valuable HRCI credits while learning about Mental Health First Aid.

Registration will only be open until we have reached the 25 maximum participants for this lab.

We will not accept cancellations after January 21. Register today to reserve your spot!

If you have prepaid for Learning Labs for 2011, please contact Julie Odom at admin@tahra.org to register.

Course Description -

Mental illness contributes to absenteeism, lost productivity, poor morale, poor work relationships and an increase in medical expenses, resulting in millions of dollars of losses for employers every year. Human Resources professionals are often thrown into the task of addressing these issues, either directly by dealing with employees or indirectly by addressing policy changes. Join us for Mental Health First Aid, a 12-hour training designed to give HR professionals the basic skills to help someone who is developing a mental health problem or experiencing a mental health crisis. Trainees are taught how to apply a five step strategy that includes assessing risk, respectfully listening to and supporting the individual and assisting the person in finding appropriate professional help. Participants are introduced to risk factors and warning signs for depression, anxiety, psychosis, substance use disorders and eating disorders. This course serves to both improve recognition of mental illness by those in the general public and to reduce the stigma surrounding mental illness.

Presenter: Jessica Heavin

Jessica Heavin is the Coordinator of Counseling Services at Rogers State University where she provides mental health counseling for currently enrolled students as well as oversees counseling related prevention and education programs for students, faculty and staff. Jessica has extensive experience working with clients in a variety of settings such as residential treatment, public school systems and higher education where she has served as a direct care provider, counselor and trainer. She conducts training in the areas of Mental Health First Aid, QPR, stress management, substance abuse and other mental health related topics. Jessica holds a Master's degree in Clinical Psychology from Missouri State University and is a Licensed Professional Counselor, Approved LPC Supervisor and National Certified Counselor.



COMING ATTRACTIONS

DECEMBER

**December 15th – TAHRA PROGRAM MEETING – Greasing-Up the Stuck Employee – Dr. Cal LeMon
President, Executive Enrichment – Tulsa Marriott Southern Hills – 11:15 a.m.-1 p.m.**

JANUARY 2011

January 13th – Diversity Roundtable: Building A Culture – 8:30-10:30 a.m. – YWCA

January 19th – TAHRA PROGRAM MEETING – An Employee Retention Convention:
Modern Strategies for Retaining Entry Level Employees – Kristine Sexter
Renaissance Hotel – 11:15 a.m.-1:00 p.m.

January 27th & 28th – TAHRA EXTENDED LEARNING LAB
1:00-5:00 p.m. on the 27th & 8:00 a.m.-5:00 p.m. on the 28th
TTC Lemley Campus – Training Center Room #3



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skills testing



Online skills testing
with over 200 tests
in major job
categories

assessments



Validated behavioral
assessments
developed by
industry leading
Ph.D.'s

LMS



A Flexible Learning
Management System
for training and
development

360



Simple yet powerful
performance
management and
feedback

surveys



Industry-leading
survey technology
used in over 87
countries

Note our new address . . .

Contact TAHRA member Brian Darnell at the
next program meeting or call 289-2055

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