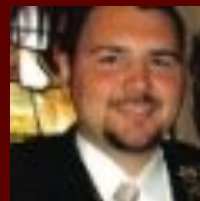




HR Headlines

Spring 2013



Greetings from the CDHRA President!

As your incoming president, I would like to thank you for your membership in the Central Dakota Human Resource Association. It is definitely members such as you who make me feel honored to be President this association. I have appreciated getting to know a majority of you over the last couple of years as President Elect and look forward to getting to know each of you better through my next two years as President.

In order to grow this relationship, I feel it is important for you to know a little more about me. I was born and raised in Zap, ND. I attended and graduated from NDSU with a double major in Business Administration and Management Information Systems and am currently attending the University of Mary seeking my MBA-HR. My professional career has primarily been in state government with one year of experience at an international information technology staffing and consulting company based out of New Jersey. In my time away from work and school, I enjoy spending time with my amazing and wonderful wife Andrea, our three children Anya (4), Brynlee (3), and Koy (2); and our two German Shorthairs. I'm sure this gives you a clear picture of how quiet our house can be on a nightly basis. (ha ha).

I feel very blessed to have everything in my life including my family and my career in the HR profession. HR is a wonderful profession because it not only spans generations, ethnicities, and religions but brings them together in an organization to accomplish results. Our board works extremely hard to bring you information and programs about new and interesting HR initiatives and information on a monthly basis. I hope you see value in their efforts and passion to advance the HR profession for all of us. Please take time to get to know each and every one of them as they are part of the reason CDHRA has been successful over the last 30 years and will be successful well in the future. The other part of our success is YOU.

Thank you for your contributions to this great association.

Sincerely,

Jason Sutheimer, SPHR
President

<http://cdhra.shrm.org>

CDHRA's partner organization Junior Achievement of Bismarck-Mandan

CDHRA and Junior Achievement (JA) of Bismarck-Mandan are pleased to announce the establishment of a formal partnership.

In addition to enhancing the professional growth and development of its members and advancing the human resource profession, CDHRA has been a long-time supporter of local and regional workforce readiness initiatives. Over the years, our organization has sought to improve educators' awareness of the needs, expectations and requirements of the world of work and to prepare students and adults for entry or re-entry into the workforce.

JA Worldwide is the world's largest organization dedicated to educating students about workforce readiness, entrepreneurship and financial literacy through experiential, hands-on programs. Junior Achievement programs help prepare young people for the business world by showing them how to generate wealth and effectively manage it, how to create jobs which make their communities more robust, and how to apply entrepreneurial thinking to the workplace.

Since its creation in 1919, JA has impacted more than 105 million young people worldwide, with more than 71 million students reached in the United States. JA began in Bismarck-Mandan in 1991 with 6 classrooms. Since then, it has grown to 228 classrooms in the 2012-2013 year and has been living its mission "to Inspire and prepare young people to succeed in a global economy."

The Central Dakota Human Resource Association/Junior Achievement partnership will allow both organizations to move closer to reaching goals which focus on the development of students in the areas of business, finance, and economics and introducing students to businesses that make the community thrive.

For more information on Junior Achievement please visit:
www.bismanja.org .



A reminder that JA is a very fun way to give back to the community, involving minimal time commitment: 1 hour of classroom time 5 or 6 times (depending on the grade level) and about 10-20 minutes of prep work before each session. Teachers are very flexible with volunteers' schedules and the curriculum and materials are all laid out for you and are easy to follow. For more information on Junior Achievement or the individual grade level's curriculum, please visit: www.bismanja.org.

If you or anyone you know in your organization or the community would consider participating as a volunteer or would like more information, please contact Sally Paulson, Bis-Man JA Program Director at spauson@bismarckmandan.com or 223-5660 or Cassie Muscha (JA Volunteer and CDHRA Workforce Readiness Committee Director) at cmuscha@ae-solutions.com or 255-1137.



CDHRA Scholarship

The Central Dakota Human Resource Association awards a \$500 scholarship each calendar year. The scholarship will be awarded during the Fall 2013 Semester.

The college relations committee of CDHRA is accepting applications for the Fall 2013 \$500.00 Scholarship.

The deadline for the Fall 2013 Scholarship is August 31, 2013.

If you have any questions regarding the scholarship, please contact Hope Wedul, College Relations Chair, at 701-255-1137 or at hwedul@go-applied.com

Eligibility Criteria

The successful applicant must be at least a second semester sophomore enrolled in a business program at a college in the local area. A GPA of 2.5 or higher is required.

Application Process

1. Complete the application form available on the website (<http://cdhra.shrm.org>) and attach a copy of your transcript to verify your enrollment and current GPA.
2. Provide a list of all volunteer and community activities in which you have been involved in the past three years.

Send the application, transcript, and essay to:

Central Dakota Human Resource Association
College Relations Committee
PO Box 743
Bismarck, ND 58502

Still have questions:

Did you know that SHRM has a blog available to connect with other HR professional?



Getting Started on SHRM Connect

Access SHRM Connect to network, ask questions, and share documents among chapters, state councils, and HR professionals. There are over 200 SHRM Connect communities so there is something for everyone! Get started on SHRM Connect:

Sign in to the SHRM website with your Login SHRM ID number and Last Name

Click on *Communities* and then select *SHRM Connect*

When in SHRM Connect:

Click *Profile* page to add your profile picture

Click *Communities* and *View Communities* to look at all of the SHRM Connect groups

Click *Communities* and *Join Communities* to select groups to join

Once you join a community, you will receive email updates when new discussions are posted

SHRM Connect is here for you! If you have any questions or need assistance, contact Anne-Margaret Olsson, Manager Social Networking & Online Communities at Anne-Margaret.Olsson@shrm.org.

Congratulations!

The Top Member Award for 2012 went to,
Jeanne MacDonald, SPHR

For her assistance with the State Conference. Jeanne did a wonderful job working with the speakers to ensure we had a great agenda with a wide variety of topics in which 21 out of 23 sessions qualified for recertification credit. In addition, Jeanne also presented at a couple of CDHRA meetings which also qualified for recertification credit.



2013 ANNUAL
CONFERENCE
& EXPOSITION
CHICAGO, IL JUNE 16-19

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Academic and Certification Scholarships *for HR Professionals*

One hundred scholarships totaling \$100,000 will be awarded to SHRM members in 2013. The awards program is designed to assist HR professionals in meeting their professional development goals. Individuals may apply for a \$2,000 education scholarship and/or a \$750 certification scholarship.

Application Deadline: July 15, 2013

Eligibility

SHRM professional, general and associate members-- with a valid SHRM ID number-- pursuing a college degree or working toward PHR, SPHR, GPHR or California certification are eligible to apply. (SHRM student members and local-only members are *not* eligible for these awards.)

Chapters and state councils may also apply for scholarship funds to support certification training programs.

Awards

80 Certification scholarships of \$750 each

- 20 Academic scholarships of \$2,000 each

Each SHRM domestic region has a total of \$20,000 to distribute which means applicants compete only with others in their own area of the country. Each region will award 16 certification scholarships and 4 academic scholarships for a total of 20 awards.

How to Apply

Visit www.SHRMFoundation.org and click on "Scholarships & Awards" to learn more about the SHRM Foundation Scholarship Program.

Application period: April 1-July 15, 2013.



Anyone earning a HR certification can send a copy of their certificate to Marie Nelson or Amber Haman to be recognized.

Time to Start Using New Form I-9

U.S. Citizenship and Immigration Services (USCIS) announced March 7, 2013, that the official revised Employment Eligibility Verification Form I-9 will be made available in the **March 8, 2013, Federal Register**.

Employers should begin using this new form immediately. The new Form I-9 will contain a revision date of 03/08/13. The revision date is located on the bottom left-hand corner of the form.

Employers may access the new Form I-9 online by visiting the **USCIS website**.

DOL Releases New FMLA Model Forms and Notice Poster

By March 8, 2013, all covered employers must display the new notice poster!

Have you checked out the CDHRA website lately?

<http://cdhra.shrm.org>

We post local HR opportunities on our website. If you would like a position posted for your organization please email it to : tterras@mslcc.com.

Foundation News

Support the SHRM Foundation - don't forget your change for the 50/50 drawing at the monthly meetings!



Upcoming Meetings

CDHRA meets the 4th Tuesday of each month at 11:30 AM at the Elks Lodge in the large meeting room where receptions and dances are held. Members will go through the buffet line in the restaurant and order as much or as little as they want and pay the cashier. Members will bring their tray into the large meeting room where the business meeting and presentation will take place.

Workplace Accommodation
Best Practices

April 23, 2013,

Presentors: Darcy Severson, Employment Coordinator at Pride Inc. & Board of Directors at ND Hands and Voices .

Yvonne Stretches, Production Supervisor at Pride Inc.

This program has been approved for 1.0 General recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute

Central Dakota Human Resource Association

PO Box 743
Bismarck ND 58502

<http://cdhra.shrm.org>