

# FEBRUARY 2015 NEWSLETTER

**ROGUE  
VALLEY  
CHAPTER**

AFFILIATE OF  
**SHRM**<sup>®</sup>  
SOCIETY FOR HUMAN  
RESOURCE MANAGEMENT

## Message from your President

Hello Rogue Valley SHRM members and welcome to 2015!

Your local Rogue Valley Chapter-SHRM board has wonderful things planned for you this year. We are bringing you a wide range of program topics from Workplace Violence to Mediation and Negotiations. Our Annual May Legal Seminar will be amazing! We are hosting the prestigious legal firm of Barren Liebman, LLP this year for our full day seminar. And we'll provide delicious food for the event, just like last year.

We had a successful mixer last fall and we're planning on having another one or two mixers in the near future. This is in response to a 2014 annual survey where you requested the ability to meet and greet other HR professionals in a more social atmosphere. We are also working on developing a diversity and inclusion statement and action plan for our chapter this year. Watch for more info on our website.

Speaking of websites, last year we launched our new Social Media campaign with an updated website, Facebook/Twitter page and much, much more. Look forward to new enhancements to our own website page this year too. We're working on attaching photos to our board members bios; this way you'll be able to put a face to a name. Please join me in welcoming the new faces to our 2015 Rogue Valley Chapter-SHRM board:

Julie Carr, Program Director  
Kathryn Reinhardt, Workforce Readiness Director  
Brandy Birrueta, SHRM Foundation Director  
Theresa Morris, Certification Director  
Shanon Harvey, Director At Large  
George Kuhn, Director At Large

We realize a lot of talk regarding HRCI and the new SHRM Certification has been circulating since last year. Our goal in 2015 is to be a neutral provider of knowledge for you regarding SHRM Certification. We realize this is a personal choice for you and would like to be there to support you in whatever decision you make. If you have questions regarding what the new SHRM certification is all about or even something more specific, I urge you to contact any of your local Rogue Valley Chapter-SHRM board members - we'd be happy to help.

I am honored to serve as your 2015 Rogue Valley Chapter-SHRM President. Please feel free to reach out to me if you have a question, a concern or a wonderful idea.

Respectfully,  
Tanya Haakinson, PHR, SHRM-CP  
President, Rogue Valley Chapter-SHRM



### **Diversity and Inclusion**

The Rogue Valley Chapter-SHRM board of directors has created and voted to adopt the following Diversity Statement for our chapter membership. Diversity and inclusion are Core Leadership Areas (CLA) for SHRM professionals worldwide which carries the responsibility for HR practitioners to recognize, promote, support and focus on diversity issues/challenges affecting individuals and businesses.

The following Diversity Statement is displayed on our chapter's website:

*The Rogue Valley Chapter-SHRM is dedicated to creating a welcoming and inclusive professional development and networking community where diversity of thought and culture is respected, intellectual freedom is preserved, and equal opportunity is afforded to all members, visitors, directors and business colleagues.*

*We will advocate for this initiative by engaging the community to consider diversity on a regular basis and incorporate it into all that we do, and by facilitating dialogue, equity and sensitive issues, in addition to developing, establishing and initiating Chapter strategies for achieving greater diversity in our organization.*

## **FEBRUARY PROGRAM**

### **Rogue Valley Chapter-SHRM Presents: Active Shooter/ Workplace Violence**

While workplace violence is a difficult topic to discuss, as HR professionals, it is necessary to be prepared. What do you have at your company right now? Do you have a plan in case a situation happens? By recognizing an issue exists, we can plan accordingly.

This presentation is designed to help educate attendees about active shooters, hostage situations and workplace violence events. It will highlight definitions of terms, a historical examination of the problem, a look at existing trends, updating your emergency action plans, and will offer general guidelines for handling real-life active shooter events. This topic is crucial in today's workplace environment.

The presentation will provide an opportunity for HR professionals to have an open discussion on what to do and what not to do in workplace violence situations. If an event ever happens at your worksite, your company, co-workers, employees and customers will appreciate having a workplace violence action plan in place and ready-to-go. Please join us for this informative presentation and critical discussion.

**Date:** Wednesday, February 18, 2015

**Networking:** 7:30 am to 8:00 am

**Workshop Time:** 8:00 am to 10:00 am

**Presenter:** Jeff Geddings

**About the Presenter:** A Supervisor with Boise Cascade, having retired after nearly twenty years in law enforcement which included serving as a Patrol Officer, a Major Crimes Detective, a SWAT Team Leader and a Commander of the Hostage Negotiations Team. He also spent 16 years as a Law Enforcement Instructor specializing in Survival Skills for Law Enforcement.

**Meeting Location:**

Smullin Health Education Center  
Lecture Hall #1  
2825 E. Barnett Road  
Medford, OR 97501

**Cost:** \$10.00 per member / No charge for first time guests and students  
\$15.00 for non-member

**HRCI Credit:** Pending

**RSVP To:** Julie Carr @ [julie.carr@blackstoneaudio.com](mailto:julie.carr@blackstoneaudio.com)

**Website:** [www.shrmroquevalley.shrm.org](http://www.shrmroquevalley.shrm.org)

## February SHRM Foundation Raffle

DATE NIGHT!

\$25 Cinemark Gift Card AND  
\$25 Red Robin Gift Card

Tickets are just \$2 each or  
3 tickets for \$5

All proceeds go towards supporting the  
SHRM Foundation:

The SHRM Foundation is a 501(c)(3) nonprofit affiliate of the Society for Human Resource Management (SHRM). The Foundation is a legally separate organization, and is not funded by SHRM membership dues.

The SHRM Foundation is governed by a volunteer Board of Directors from the HR profession, including academics, practitioners and representatives from SHRM.

### **SHRM Foundation Vision**

The SHRM Foundation is the globally recognized catalyst for shaping human resource thought leadership and research.

### **SHRM Foundation Mission**

The SHRM Foundation advances global human capital knowledge and practice by providing thought leadership and educational support, and sponsoring, funding and driving the adoption of cutting-edge, actionable, evidence-based research.

The SHRM Foundation's work includes:

- **Strategic thought leadership initiative.** The SHRM Foundation is conducting a multi-phase program to identify and analyze critical trends likely to impact the workplace in 5-10 years.
- **Innovative academic research grants.** The SHRM Foundation is a leading funder of HR research. Over the past three years, the SHRM Foundation has awarded more than \$1.8 million in grants to fund rigorous, original academic research with practical implications for HR management practice.
- **Scholarships.** The SHRM Foundation awards \$170,000 annually in education and certification scholarships to professional and student SHRM members, and doctoral students.
- **Educational resources.** The SHRM Foundation's Effective Practice Guidelines series makes research findings easily accessible to HR practitioners. The Foundation has also created a series of educational DVD's for SHRM chapter programming, staff trainings, and executive education sessions.

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## **RV-SHRM Logo Development – Call for Submissions**

Our Rogue Valley Chapter is in the process of developing an official logo for our use on our website and/or other member and community communications. A

marketing sub-committee, headed up by our Community Relations Director, Joe Rossi, has been assigned the task of defining the logo design requirements and gathering developer submissions by March 1, 2015. The logo submission design requirements are listed below:

The logo design should include original art work only – no photo elements should be incorporated into the design.

1. All uses of the term “SHRM” or “Affiliate of SHRM” in the logo must adhere to the SHRM trademark guidelines (contact Joe Rossi via the E-mail address below for further guidance on this issue).
2. The logo design should be in color(s).
3. It is recommended that the logo design incorporate identifiable elements and the character of Southern Oregon.
4. All logo design work and submissions **will be on a pro-bono basis**.
5. All logo design submissions must be received in either a .JPEG or .EPS file format by 12 noon on March 1, 2015 to: [joe.rossi@bbsihq.com](mailto:joe.rossi@bbsihq.com).

Submissions after this date/time will not be accepted.

Our desire is to have our logo in place and ready for use by April 3, 2015. Please direct all questions to Joe Rossi by the E-mail address listed above. Thank You!!



## *Making Sense of Scents*

*By: Patricia (Trish) Forde,  
SPHR, GPHR, SHRM-SCP  
RV-SHRM Diversity Director*

Fragrance sensitivities can cause big problems in the workplace. SHRM recently posted an article on their website about this topic and it has become important in workplaces throughout the U.S.

It was reported by the American Lung Association in 2011 that an estimated 25.9 million Americans currently have asthma. Many asthma sufferers have triggers for suffering life-threatening asthma attacks related to exposures to environmental causes such as smoke and poor air quality, and a surprising number of asthmatics are bothered by fragrances.

It is a well-known fact that in addition to asthma sufferers, some individuals also have scent aversions to fragrances that can cause headaches and nausea, making them physically sick. As HR professionals, we know that we have to ensure our workplaces are free from irritants that can expose our employees to these types of risks.

Personally, the fact that I like to wear pleasant perfumes and scents myself is trumped by the fact that I work at a chocolate manufacturing company, where fragrances are prohibited. Many people do not realize that strong perfumes, colognes, and other strong scents can actually *be absorbed by chocolate* in the manufacturing process.

Dark Chocolate in the bar-making process must be tempered at between 115°-120°F, and Milk Chocolate at 86°-88°F, and the tempering process reduces the chocolate to a liquid form, which is very absorbent of fragrances. If a worker in close proximity of our tempering tanks was wearing strong perfume, the chocolate paste would pick-up the scent and potentially taint the flavor of the bars being made.

With product quality on the line as well as employee safety when it comes to fragrances in the workplace, my company has ample reason to utilize a policy against fragrances in the workplace. Interestingly enough, courts have upheld the right of employers to try “reasonable accommodation” instead of scent-free policies for any of their employees who have health-related reactions to being around fragrances in the workplace. You can read more about this in an article entitled “SCENT FREE WORKPLACE NOT REQUIRED” from the SHRM website at this link:

<http://www.shrm.org/legalissues/federalresources/pages/scent-free.aspx>

For some organizations, it is not practical to prohibit employees and visitors from wearing fragrances. For example, banks and service operations that are open to the public would have a very difficult time trying to implement such a policy because of incoming customers and visitors. However, if you are experiencing a high volume of absences due to workers who are complaining about reactions from being around perfumes and fragrances, there are companies who have implemented “scent-free” workplaces due to the high impact situations of product quality and employee adverse reactions to fragrances.

Many employees who suffer adverse effects from exposure to fragrances in the workplace have filed ADA cases, however, the ADA has ruled that it is unreasonable in many cases for an employer to implement a fragrance free policy. An interesting Law Journal article talks about this in some detail at this link:

[C:\Users\hfpff900\Desktop\McDonough\\_Fragrance\\_Free\\_May\\_14\\_2014.pdf](C:\Users\hfpff900\Desktop\McDonough_Fragrance_Free_May_14_2014.pdf)

If a fragrance-free workplace policy is possible for your company, national SHRM website provided a link to a sample policy drafted by the American Lung Association that could be tailored to fit your organization if you have need for implementing a fragrance-free workplace policy. This link is provided here:

<http://action.lung.org/site/DocServer/fragrance-free-workplace.pdf>

After a thorough investigation and analysis, you and your management team should make the ultimate decision doing whatever makes *sense regarding scents* for *your* organization.

**SHRM – Rogue Valley Chapter 2015 Program Calendar  
Smullin Center @ Rogue Regional Medical Center (RRMC)  
(usually the 3rd Wednesday of the Month)**

**January 21, 2015: 8:00 - 10:00 am**

***The HR Professional Competency Model: A Road Map for Success***

Presented by Kari Strobel, PhD

Society for Human Resource Management (SHRM)

**February 18, 2015: 8:00 - 10:00 am**

**Active Shooter/Workplace Violence**

Presented by Jeff Gedding

Boise Cascade

**March 18, 2015: 8:00 - 10:00 am**

**Diversity Roundtable**

Presented by Trish Forde, SPHR, GPHR, SHRM-SCP

Human Resources and Safety Manager, The Hershey Company

**April 15, 2015: 8:00 - 10:00 am**

**Workforce Investigations/ Drug Use in Workplace**

Presented by Michelle Robison

HR Manager, Carestream and

Trish Forde, SPHR, GPHR, SHRM-SCP

Human Resources and Safety Manager, The Hershey Company

**May 20, 2015: 8:00 am – 4:00 pm**

**Annual Legal Seminar**



Presented by attorneys from Barran Liebman, LLC

**June - No program**

**July 22, 2015: 8:00 - 10:00 am**

**Negotiation Skills** (*Tentative*)

Presented by Allen Cabelly, SPHR

Professor, Portland State University

Executive Director and Founder, Portland Leadership Institute

**August 19, 2015: 8:00 – 10:00 am**

**Seat at the Leadership Table**

Presented by Jeanette Trumm

Human Resources Director, Neuman Hotel Group

**September 16, 2015: 8:00 – 10:00 am**

**TBD**

**October 21, 2015: 8:00 – 10:00 am**

**TBD**

**November 18, 2015: 8:00 – 10:00 am**

**TBD**

**December - No program**

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## **CAREER OPPORTUNITIES**



### **HUMAN RESOURCES ASSISTANT**

Fire Mountain Gems and Beads, located in Grants Pass is the leading catalog and ecommerce direct marketing company in the jewelry supply industry and has been satisfying customers with excellent products and customer service for nearly 40

years.

#### Position Summary:

The Human Resources Assistant is an integral part of the department interacting with applicants, employees and supervisors. This individual will be skilled both in administrative support and work independently on work objectives. Attention to detail and ability to juggle multiple competing objectives with frequent interruptions is essential.

#### Essential Qualifications:

- Two years of professional office experience with a strong focus on face-to-face customer service
- High level of proficiency with MS Word, Excel, and Outlook
- Effective oral and written communication skills
- Ability to learn new computer applications quickly such as our HRIS, Applicant Tracking System, Employee Badge System, Employee Time Keeping System
- Ability to multi-task, prioritize projects, and perform work accurately and efficiently with constant interruptions
- Ability to handle confidential information appropriately

To learn more about the responsibilities and essential qualifications of this job, click on the Employment Opportunities link located at the bottom of our website [www.firemountaingems.com](http://www.firemountaingems.com).



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