

July 2014



## Rogue Valley SHRM Newsletter

### President's Corner

The Annual May Legal Seminar exceeded expectations! The content was spot on. The delivery was top of class. The attendance was more than anticipated. The food was a hit.

Check out our social media places:

Facebook: [WWW.FACEBOOK.COM/SHRMRV](http://WWW.FACEBOOK.COM/SHRMRV)

Website: [WWW.SHRMROGUEVALLEY.SHRM.ORG](http://WWW.SHRMROGUEVALLEY.SHRM.ORG)

LinkedIn: <http://www.linkedin.com/groups?home=&trk=anet ug hm&gid=6688363>

Twitter: [@SHRMRogueValley](https://twitter.com/SHRMRogueValley)

Or.... Come to one our programs. They are always lively and a great way to stay in touch with colleagues and associates and meet new HR professionals.

Speaking of programs, come to our **VETERANS, EMPLOYERS & USERRA program on Thursday, July 17** at the Smullin Health and Education Center, 2825 E. Barnett Road, Medford. 7:30 – 9:30 a.m. **Register** to insure a spot" THaakinson@SierraPine.com. **Approved for 1.5 HR HRCI credits.**

SHRM Rogue Valley is partnering with ASSE for their October Safety Conference which features a FULL HR TRACK! For more information about this go to: <http://shrmroguevalley.shrm.org>

Your Board of Directors is currently organizing for the 2015 year. For an absolutely great experience working (some play as well) with your fellow HR Pros., consider sitting on the Board as a Director at Large. You can be a part of the conversations, voting and fun. From there you can consider stepping into a more formal role. No expectations. No pressure. Call me for more information: 541-618-3644

I hope your 4<sup>th</sup> of July, Independence Day celebration was full of good times with family and friends and that you returned safely. We are privileged to live in a land founded on the principles of freedom and liberty.

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### Dates to Remember:

**76th Annual NHRMA  
Conference & Trade Show**

Sept. 29–Oct. 1

Spokane Convention  
Center

Spokane, WA

[http://www.nhrmaconference.org/  
2014/](http://www.nhrmaconference.org/2014/)

**HR Academy**

Nov 11– 13

Seattle, WA



## Rogue Valley SHRM Chapter Presents: Veterans, Employers & USERRA

As HR professionals and employers we often employ Veterans in our businesses. When these Veterans have issues, it would be the rare HR Manager who could have an intelligent conversation about their benefits. We just assume that the Veteran knows what they need to know and what is available to them through the "system". Well, let me tell you, that is not the case. Many Veterans learn about their benefits and rights from buddies and newspapers. Let's do a better job of helping our disabled veterans get the health care that they need and the financial support that they have earned. It may be as simple as knowing who to refer them to or as complicated as having a conversation about what they may be entitled to.

Eddie Abrams, Shannon Langley and John Concepcion will talk about the Purpose and Structure of Veteran's Administration. They will review the details of how a Veteran qualifies for benefits, what those benefits are and how they can be encouraged to gain access to them. They will describe the structure of the VA and how it provides health care services to our Veteran employees and talk about what Veteran Pension is and how much it is worth, how spouses are handled and where they can get support. Please join us in this discussion.

**Date:** Thursday, July 17, 2014

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

**Workshop Time:** 8:00 am to 9:30 am

**Presenters:**

- Eddie Abrams, Assistant Director US DOL, Veterans Employment and Training Service (VETS) for Oregon.
- Shannon Langley, State Veterans Program Coordinator, OED-Worksource.
- John Concepcion, Local Veterans Employment Rep., OED-Worksource

**About the Presenters:** Eddie Abrams is the Assistant Director at U.S. Department of Labor (DOL), Veterans Employment and Training Services (VETS) in Oregon. DOL VETS mission is to proudly serve veterans and service members by providing employment resources and expertise to assist and prepare them to obtain meaningful careers, maximize their employment opportunities, and protect their employment rights. Mr. Abrams investigates veteran's employment complaints (such as veteran's preference, veteran's discrimination, reemployment rights, and retaliation cases) filed under Uniformed Services Employment and Reemployment Rights Act (USERRA). Additionally, he evaluates and monitors State Workforce Agency (SWA) employment and training services to eligible veterans to assess the level and quality of services to veterans. Furthermore, he monitors Homeless Veterans Reintegration Program (HVRP) grantees that provide employment related services to veterans. His military experience includes: Active Army – 82nd Airborne Infantry 3<sup>rd</sup> Battalion, Oregon National Guard – Executive Officer, B Company 141 Support Battalion and Forward Logistics Officer (deployed to Afghanistan). His education

includes: MBA from Keller Graduate School of Management (with distinction), Bachelor degree in Human Resource Management from Portland State University, and a Bachelor degree in Business Management from Linfield College (magna cum laude).

Shannon Langley is the State Veterans Program Coordinator for the Oregon Employment Department – Work-Source. Shannon works in conjunction with the DOL VETS program to ensure that eligible veterans and their spouses receive the services and employment guidance necessary to overcome employment barriers and find gainful, living wage employment. Shannon performs program analysis, and provides guidance and training to 22 Disabled Veterans Outreach Program Specialist (DVOPs) and 2 Local Veterans Employment Representatives (LVERs) at multiple worksorce locations. She also helps to ensure that each DVOP and LVER builds meaningful relationships with employers and provides employment and case management services to 1,000s of eligible veterans throughout the state of Oregon. Her military experience includes: Active Army: 12<sup>th</sup> Chemical Company, 1<sup>st</sup> Infantry Brigade – Decontamination Specialist & C Company, 50<sup>th</sup> Signal Battalion, 35<sup>th</sup> Signal Brigade, 18th Airborne Corps - Battalion Nuclear, Biological and Chemical training supervisor & Battalion Training Sergeant.

Her Education Includes: Graduated Summa Cum Laude from Washington State University with a Bachelor’s Degree in Personnel Psychology and Human Resource Management

John is the Local Veterans Employment Representative for the State of Oregon. He is only one of two with that title that works with employers to advocate in the hiring of Oregon Veterans. He is also the Federal Contractor Job Listing Monitor (FCJL) and works closely with the Office of Federal Contractors Compliance Program (OFCCP). He works with employers who have a federal contract(s) and have 50 or more employees and a contract of \$100,000 or more with the federal government. He has helped employers understand the new Vietnam Era Veterans Readjustment Assistance Act (VEVRAA) that recently had major changes to the compliance program that went into effect March 24<sup>th</sup> 2014. After receiving a low lottery number for the draft in 1970 he joined the Air Force. He is a Vietnam Vet and flew combat missions over Vietnam in 1972 to 1973 and was awarded the Air Medal for his performance as an Aircraft Loadmaster. He was honorably discharged in 1992 after a 22 year career with the Air Force and was hired by the Oregon Employment Department in February 1993 and has recently received his 20 year service pin from the Employment Department. He has won the International Association of Workforce Professionals “Services to Veteran Award” 3 times for his work in serving Veterans. He is also the only Veterans Representative to receive the Small Business Administration Award for “Veterans Small Business Advocate of the Year” award in Oregon. In addition, he competed and was awarded in several consecutive years; thousands of dollars from the Department of Labor “Veterans Incentive Award” to be used in assisting Veterans remove barriers to employment base on past performances from the previous year.

**Meeting Location:** Smullin Health Education Center 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:** 1.5 General HRCI Credits awarded

**RSVP To:** Tanya Haakinson [thaakinson@sierrapine.com](mailto:thaakinson@sierrapine.com)

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



## HOW **NOT** TO TREAT YOUR TEMPORARY WORKERS

~ by Patricia "Trish" Forde, SPHR, GPHR

Want to have your company name be synonymous with MJD? Then treat your temporary and seasonal workers like DIRT. That is a lesson managers and supervisors need to learn before they bring in temporary or seasonal workers to your organization.

It might be surprising to many HR professionals out there to learn how contract workers are treated when they come onboard during your seasonal upturn in production staffing. Do you know? Have you asked them?



As summer is here, many organizations in manufacturing are ramping up to bring in contingent workers, students looking for temporary jobs, and the like. I know this because my employer has need of more temporary workers during the summer months.

The process and attitude for onboarding a temporary employee should be no different than hiring a permanent worker. This is particularly true when hiring Millennials and Gen Y candidates who have the expectation of being treated respectfully and fairly, even if they are only "temps."

Managers and supervisors must engage employees during their *entire* employment period, and not just the permanent workers. It doesn't matter if your contingent workers are hired just for a month, a quarter, or longer. Every individual who comes aboard to provide services to your organization should be treated as an important member of the team, since their treatment has a direct impact on the company's performance and productivity.

How about sharing your company perks? It is a pretty simple matter to offer an employee discount on company products while your temps are at your manufacturing facility. Do you have luncheons, safety meetings, perhaps a company picnic? Don't be stingy and exclusive ... invite your temporary workers.

Also, your full-time production workers should be mentors and work buddies with the temporary workers. Inform your permanent staff that an expectation of the job is that they treat temporary workers with respect. Instruct them to call the contingents by their given name instead of "Hey, Temp." (A temp from another company in town shared with me that he and others were called "Temp," instead of by their names. Unbelievable, but true!)

In addition, training should include these contract workers, and be sure to clue them in on your company goals, deadlines, and objectives. If these folks are treated as part of the team, they will perform as part of the team and create an environment of ownership and team spirit. Otherwise, why should they care? |

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Don't forget that these are the same individuals that will share with their family and friends their impressions of how they were treated as part of your temporary workforce. They will potentially be customers for your products ... but not if you treat them like DIRT!

In addition, if you find some superstars among these workers, you have a potential pool of candidates that have already been "test driven" to fill your permanent jobs.

You're probably wondering what the downside is if you continue to treat your contingent workers poorly. Well, how about low productivity, accidents, inferior product quality, frequent turnover, and an overall bad reputation for your organization?

How do I know? Well, I am working for the employer-of-choice across town, operating a respectful workplace that is warm, welcoming, and inclusive of our temporary workers. The first thing these temps say when they come here after the MUD factory is they are overjoyed and amazed at how well they are treated, asking if we are hiring.

The second thing they tell me is the name of the company that treated them like DIRT? Could that be your company?

### *HR Business Partner*

### *Barrett Business Services, Inc. (BBSI)*

#### Description

**Our focus is business owners. Is yours?**

BBSI helps business owners to focus on their business. We eliminate organizational complexity and bring predictability to the management of their business. We offer outsourced HR, risk management, payroll administration and recruiting to small-and medium-sized businesses. We combine expert knowledge with industry-leading solutions allowing business owners to focus on their core business while building stronger companies.

BBSI (NASDAQ) is experiencing a steady rate of growth and is looking for key employees to complement our existing teams. The HR Business Partner role provides guidance and support to our business-owner clients and our internal team of experts. This person must demonstrate strong business acumen, and possess an entrepreneurial spirit with a genuine desire to proactively and consistently deliver results for our clients and internal teams.

The BBSI HR Business Partner supports a multi-million dollar business unit that consults on a broad range of organizational issues. The primary objective of the HR Business Partner is to provide guidance, training and support to clients in the areas of strategic human capital management, employment law compliance, benefits administration, employee relations, organization development, workers' compensation administration and the overall development of best practices in human capital management.

This position reports to the Area Manager and works in partnership with other positions within the business unit, branch and corporate office.

### **Requirements**

- The ideal candidate will be results-focused, accountable, motivated and highly organized.
- Thorough understanding of human resources principles and practices, including employment laws and regulations. This includes self-directed maintenance on knowledge of current laws, events, industry trends and economic factors that may impact BBSI and its clients.
- Knowledge of HR metrics and ability to benchmark, measure, analyze and articulate the value and ROI of HR initiatives, practices and policies
- Demonstrated ability to write, develop and deliver successful presentations and facilitate trainings to individuals and groups at all levels of an organization
- Ability and willingness to enthusiastically “roll up sleeves” and perform administrative work
- Ability to become a trusted advisor to business owners
- Additional operations or business experience outside of HR
- Prior exposure to payroll processing, strong knowledge of wage and hour laws
- Extensive Microsoft Office experience
- SPHR or PHR strongly preferred
- Possession of a valid driver’s license and ability to use your own vehicle, proof of automobile insurance meeting BBSI coverage criteria
- Roughly 50% of time spent out of the office – primarily within Southern Oregon – working with clients at their location
- Bachelor’s degree, advanced degree is a plus  
10+ years’ experience in hands-on and strategic HR management

*For individuals with these requirements, this position offers at a minimum:*

Generous base salary, profit sharing, 401k with employer match, and benefits

Knowledge that you are working for a results oriented organization

Opportunity to impact the success and growth of client companies and BBSI

Gain experience working in multiple industries

If you meet the above requirements, we welcome the opportunity to learn more about you. Please mail, or drop off, your cover letter (with salary requirements) and resume to:

BBSI Area Manager, Southern Oregon

3512 Excel Drive, Suite 107

Medford, OR 97504

For more BBSI information, visit us at [www.barrettbusiness.com](http://www.barrettbusiness.com)



## **Recruitment Specialist**

**(Grants Pass)**

### **Barrett Business Services, Inc. (BBSI)**

**Our focus is business owners. Is yours?**

#### **Position Description**

BBSI helps business owners to focus on their business. We eliminate organizational complexity and bring predictability to the management of their business. We offer outsourced HR, risk management, payroll administration and recruiting to small-and medium-sized businesses. We combine expert knowledge with industry-leading solutions allowing business owners to focus on their core business while building stronger companies.

BBSI (NASDAQ) is experiencing a steady rate of growth and is looking for key employees to complement our existing teams. We are seeking a **Recruitment Specialist** who will be responsible for the recruitment and placement of candidates for a wide variety of positions across multiple industries. In addition, this person will collaborate with client companies to educate, advise, and influence them on matters involving, but not limited to, recruitment staffing, employee engagement, change management, performance management, and employee relations.

We are looking for an individual who possesses an entrepreneurial spirit with a genuine desire to proactively and consistently deliver results for our clients and internal teams.

This position reports to the Area Manager and works in partnership with other positions within the business unit, branch, and corporate office.

#### **Requirements**

- Ability to recruit and manage large groups of employees for multiple client accounts
- Effectively communicate with individuals at all levels of an organization
- Strong presentation, time management, and people skills
- The ability to work autonomously, think “outside the box”, and maintain a sense of humor
- Track record of success in recruitment, staffing, and staff management
- Knowledge of labor laws, wage, and hour laws
- Combination of staffing, HR, and management experience preferred
- Excellent relationship and time management skills
- Bachelor’s degree required
- PHR certification preferred
- Strong sense of ethics, character, and interpersonal skills, as well as a “Can Do” attitude

*For individuals with these requirements, this position offers at a minimum:*

- Generous base salary, profit sharing, 401k with employer match, and benefits
- Knowledge that you are working for a results oriented organization
- Opportunity to impact the success and growth of client companies and BBSI
- Gain experience working in multiple industries

If you meet the above requirements, we welcome the opportunity to learn more about you. Please mail, or drop off, your cover letter (with salary requirements) and resume to:

BBSI Area Manager, Southern Oregon  
3512 Excel Drive, Suite 107  
Medford, OR 97504

For more BBSI information, visit us at [www.barrettbusiness.com](http://www.barrettbusiness.com)

## **Human Resource Supervisor Riddle, OR and Weed, CA**

Roseburg is a leader in the wood products industry. We are growing and looking for individuals to grow with our company. This person will fully support the plant managers and supervisors in fulfilling all human resource responsibilities specified by federal/state law, company policy and labor agreement in our Riddle, OR Engineered Wood Products and our Weed, Ca Veneer facilities.

The functions of this job are: act as primary HR resource to plant manager and supervisors in supporting their efforts to achieve facility's performance KPI's; lead all HR initiatives and goals; perform the role of employee advocate and create culture of positive employee relations; interpretation, education and enforcement of appropriate policy, labor agreement and work rules; coach and mentor management members on employee issues; grievance process adjudication as appropriate; oversee and execute hiring process to meet facility staffing needs; orientation of new hires; oversee and administer leave of absence process, drug testing, responsible for the plant bid system and collaborate with corporate office and other facilities as required.

The minimum qualifications are: previous organizational development and/or leadership development experience is preferred; 5 yrs of related HR experience and/or a minimum of two years advanced education; excellent communication and listening skills; must be a team player; PC operation and experience (Word and Excel spreadsheets); and proven leader and results driven.

To apply, go to [Roseburga.iapplicants.com](http://Roseburga.iapplicants.com) and attach your resume and cover letter.

An Equal Opportunity Employer including Disability and Veterans