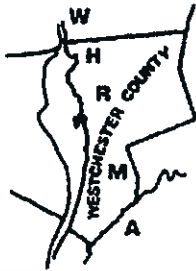


Westchester Human Resource Management Association



March 2011

WHRMA News



AFFILIATE OF
SHRMTM
 SOCIETY FOR HUMAN
 RESOURCE MANAGEMENT

February Meeting Recap

Inside this issue:

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New Members	5	Given the current economic climate, compensation is a very difficult area because many organizations have frozen salaries, cut wages and reduced their labor forces.
SHRM & NYS SHRM	5	However, there is some mild optimism for 2011 with many organizations restoring those things that they have taken away or frozen (bonuses, OT, training, wages, etc.). It becomes HR's job to be creative in the recruitment,
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retention and engagement of talent. We need to focus on the entire picture vs. just earnings. This is where communication is critical. It's very important that every manager and employee understand their full "package" which includes the full complement of benefits offered. A benefits statement is the best avenue for doing that. It spells out everything that an employee receives include wages, bonuses, medical and dental coverage, life and disability insurance, along with items such as matching 401(k) or 403 (b) payments, parking, meals, and benefit days.

By outlining the full package, an employee has a better understanding of their complete

package. Remember, benefits cost money—all of these benefits can be calculated as a percentage of salary. You would be amazed at how high that percentage might be in your organization!

You may also want to consider some type of generic benefit summary for potential new hires. This can be the difference between a candidate accepting or declining a job offer. Every recruiter should know the scope of benefits offered by their organization. Many times, we think only about salary—what about everything else?

Thank you Bob, Ken and Adriane for an informative and helpful program!!!

HR JOBS:

Visit our website www.whrma.org for HR openings in our area. We'll be happy to list any openings you may have as well! You can also post your resume on the site if you are interested. Any questions? Send an email to Angela Bellizzi: anbellizzi@aol.com. For those interested, we now have the local *Whine and Dine Schedule* on the *Networking page* of our website.

JACKSON LEWIS EMPLOYMENT ROUNDTABLE PROGRAMS:

Programs take place at the Offices of Jackson Lewis

And begin at 3pm

Wednesday, March 23, 2011—Employee Exit Strategies

Wednesday, May 25, 2011—Workplace Safety Considerations

Wednesday, July 20, 2011—Government Enforcement Initiatives

Wednesday, November 2, 2011—Legislative Update

Programs are free and offered to members only.

JANUARY MEETING RECAP..

Our January program, Preventing Harassment & Retaliation Claims in the Workforce, presented by David Rich, was very informative and helpful. It was a great refresher and reminder for those of us who have been in HR for a long time, and a good session for those new to the field. Here's a summary:

- Definitions & examples of harassment: for example, attempted/actual sexual assault, non-consensual touching, stalking, ogling/leering, gender based name calling, and so many more.
- Who is protected: NYS protects men and women and heterosexual and homosexual harassment.
- Quid Pro Quo harassment: applicable only to sexual harassment and applies when a supervisor demands sexual favors from an employee w/a promise of granting or withholding a job benefit.
- Hostile Work Environment harassment: involves severe or pervasive conduct so objectively offensive that it alters the conditions of the victim's environment.
- Other protected factors: age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predetermined genetic factors, marital status, and status as a victim of domestic violence.
- The conduct has to be severe or pervasive: in other words, frequency vs. severity. The less severe the action, the more frequent it needs to occur to be considered harassment; the more severe the action, the less times it needs to happen to fall under the definition of harassment.
- Companies are liable for unlawful harassment by supervisors where the employer acquires knowledge after the fact that discriminating conduct occurred; the employer acquiesced in or condoned the conduct; if there is no reasonable avenue for complaints.
- A supervisor or employee may be *personally* liable if he/she aids, abets, incites, compels or coerces the harassment of another or if he/she attempts to cover up, fail to investigate or participate in the conduct.
- It's important that employer's take action: verbal or written warning, withholding pay raises or bonuses, terminate the offender.
- It's also important to conduct harassment training for ALL employees.
- Retaliation is prohibited!

Best Practices Reminders

- Document performance problems as they happen.
- Review and update your policies and procedures on a regular basis.
- Distribute and communicate policies to employees periodically.
- Train supervisors and managers regularly.
- Conduct harassment training for all employees.
- Hire outside investigators when higher level employees are being investigated.
- Conduct investigations in a timely and thorough manner and as confidentially as possible.
- Ensure action is taken and is not retaliatory in nature.

Your Board—Your WHRMA Resource

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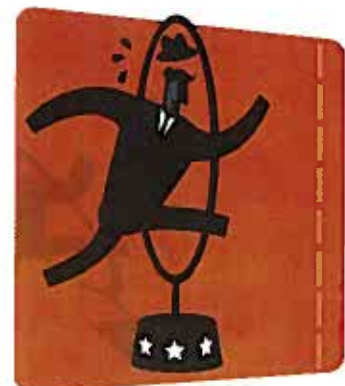
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Diversity Chair Vacant

Just a Reminder...

The registration deadline for our Tuesday Morning Breakfast meetings is the Friday prior to the meeting.



Program Committee Forming Now!!!

Be a part of shaping quality programming at WHRMA!

WHRMA is committed to serving the HR professional and advancing the professional development of our membership. Our monthly programs provide us an opportunity to meet this commitment by presenting relevant information on timely topics to the HR professional.

The newly forming Program Committee will be responsible for scouting for program topics and speakers on evolving trends in the profession; scheduling monthly programs;

and preparing meeting announcements for communication. We look for cutting edge and timely industry topics that will benefit our members, as well as provide SHRM credit for our members to maintain their PHR and SPHR designations*.

EXCITING NEWS!! This year's programming will include an **HR Conference for November 2011!!** WHRMA is partnering with The Business Council of Westchester to present an all day program to the HR and business professional. This is a great opportunity to help WHRMA shine in our business

community. ***Come be a part of WHRMA's success!***

If you would like to find out more information about joining this exciting committee, please contact Theresa Delgado Bluett, Programs & Certification Chair at tdelgado@castle.us or at 914-381-6541.

(*Are you currently a certified HR Professional? Raise your hand and be counted! Simply submit your name and credentials e.g., PHR, SPHR, GPHR. Let me hear from you at tdelgado@castle.us .)

Join the Job Service Employers' Council for a Special Seminar in Honor of Angela Pauling

Bullying in the Workplace

Are employees being bullied in your workplace? What is your role in reporting bullying? Presenters, Susan Corcoran of Jackson Lewis and Kim Berg, an employee-side attorney, will offer their shared perspective on the topic. The presentation will provide a legal overview of bullying vs. protected status, harassment and real life stories of the negative impact bullying can have on victims in the workplace.

The program will be held at the Pace Graduate Center, 1 Martine Avenue in White Plains, from 8-10am on April 5, 2011. The cost of the seminar is \$15 and reservations can be made with Michelle Polzer via email at mpolzer@idqusa.com.



Welcome to Our New Members!!!!

Eric Marks	Marks Paneth & Shron
Maureen Patrillo	Convent of the Sacred Hart
Karen Bobay	Girl Scouts Heart of the Hudson



If you are interested in volunteering your time and effort to WHRMA—contact one of our board members. We currently have an opening for a Diversity Chair. We are also always looking for people to succeed the current members we have. The contributions that you can offer are endless!

“There is no "I" in Team but there is a "u" in volunteer! “
by Debbie Weir

“There are many wonderful things that will never be done if you don't do them.”
Charles D. Gill

SHRM National Seminar News for 2011

Employment Law & Legislative Conference

March 14—16, 2011
Washington, DC

Talent & Staffing Management Conference & Exposition

April 11—13, 2011

San Diego, CA

SHRM 2011 Annual Conference & Exposition

June 26—29, 2011

Las Vegas Convention Center
Las Vegas, Nevada

Strategy Conference

October 5—7, 2011

Chicago, IL

Diversity & Inclusion Conference & Exposition

October 24—26, 2011

Washington, DC



NYS SHRM News for 2011

Diversity & Inclusion Leadership Conference

April 5—6, 2011

The Saratoga Hilton

Saratoga Springs, NY

2011 NYS Conference

July 10—12, 2011

Saratoga Hilton/City Center

534 Broadway

Saratoga Springs, NY

2011 Chapter Meeting Dates

All are Breakfast Meetings unless otherwise noted

Tuesday, March 15, 2011

Sponsored by David Lerner Associates

Social Media

Tuesday, April 19, 2011

Networking

May 17, 2011

Annual Networking Event

6pm to 9 pm—Pleasantville Country Club

Tuesday, June 21, 2011

Tuesday, September 20, 2011

Tuesday, October 18, 2011

Tuesday, November 15, 2011

Go online for more details: www.whrma.org

Our Purpose:

1. To provide a forum for educational presentations and the discussion of topics relative to the HR profession.
2. To encourage and support members in their pursuit of professional certification.
3. To provide a clearing house of human resource information to the business community.
4. To cooperate with other human resource organizations in meeting the needs of the HR professional.
5. To provide information and services to serve the professional and advance the profession.

UPCOMING MEETING DATES:

International SIG Dates

Tuesday, April 5, 2011

Comp/ER SIG Dates

Thursday, March 17, 2011

Thursday, April 21

Thursday, May 19

Thursday, June 16

Coaching/OD SIG Dates

Wednesday, March 9, 2011

Wednesday, April 13, 2011

**Make Connections
that Count!
2011 Job & Internship Fair**

**Wed. April 6, 10:00 am - 2:00 pm
Westchester Community College**

**For more information and to register
www.collegecentral.com/westchesterccjobfair
or contact**

**The Career and Transfer Center
914-606-6760**



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Why don't you think about becoming HRCI certified?

It's a personal challenge and reward!

HR CERTIFICATION . GET CERTIFIED. GET NOTICED.

"I have been SPHR certified since 1998. My thoughts on certification at that time was that it would give me a sense of my exposure to, and expertise in, the full palate of the HR discipline as well as serve as a differentiation tool. I had not really considered the full impact of my undertaking. Not only did I get an evaluation of what I knew but it helped shaped the direction in which I was to develop. Recertification requires that you stay up -to-date with the most current HR practices and developments, keeping you engaged in the ever changing landscape of HR. It is a credential that speaks to more than the HR community and opens up doors. Over 116,000 HR practitioners are certified around the

globe! It is recognition of competency, continual growth and professional perspective. I like being asked, "What does SPHR stand for?" by those outside the profession. It gives me the opportunity to share that the HR discipline is a recognized, certified body of knowledge on par with other business disciplines. It is a great professional credential!"

*Theresa Delgado
Bluett, WHRMA
Programs and Certification
Chair*

ABOUT THE HR
CERTIFICATION INSTITUTE
(HRCI)

As the internationally recognized leader in HR certification, the HR Certification Institute has been certifying HR professionals for

over 33 years. Today, more than 115,000 HR certificants in over 70 countries and territories have received and successfully maintained their HR credentials from the HR Certification Institute. HRCI credentials are valued by business leaders and the HR profession because their exams test knowledge gained from experience working in the HR field as well as forward-thinking HR business practices, policies and procedures that professionals are expected to know in order to perform their work effectively. **Get certified today!**

Visit WHRMA's Certification page at www.whrma.org to get the latest information on certification.

A Message from your Workforce Readiness Co-Chairs

The goal of the Workforce Readiness Committee is to prepare new workplace entrants with the knowledge, skills and abilities to meet the challenges and opportunities they will face. As HR professionals, we are uniquely suited to address many of the challenges raised by workforce readiness issues. The WHRMA Workforce Readiness Committee is looking for your

help in achieving this goal.

In February, we presented a two part workshop at the OneStop Employment Center at the Department of Labor. The workshop covered resumes and interviewing; MJ Kaur, Susan Lubalin, Nancy Lopes, Vicki Rowe and Anne Shaw all participated in making it a success. We will be presenting the program again in May. This spring we are also planning to work with the

LPN's graduating from BOCES and returning military personnel.

We can use your help and your ideas. If you are interested in meeting with us or would like to volunteer for one project, please contact MJ Kaur at Manji_khs@yahoo.com or Anne Shaw at annewshaw@gmail.com

Our Advertisers

Your Ad Could Be here...

Our prices are:

1/4 page ad: \$100 per issue

1/2 page ad: \$150 per issue

Full Page ad: \$200 per issue

If you are interested in advertising in our newsletter, contact Elizabeth Rossi, Communications Chair at erossi@theosborn.org.

Are you an HR service provider? Why not consider sponsoring a meeting or advertising on WHRMA's website? Here are our rates:

Meeting Sponsor—\$650

- Acknowledgement in meeting announcements
- Introduction at meeting and a 10 minute speaking opportunity
- Skirted display table for materials
- Contact list of attendees

Vendor Display Table—\$150/meeting

- Exhibit literature, provide handouts, promote your services and products to meeting attendees.

Website Advertising

- 6 months = \$300
- 12 months = \$500

Consulting requires

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