



Lincoln
Human
Resource
Management
Association

AFFILIATE OF
SHRM
SOCIETY FOR HUMAN
RESOURCE MANAGEMENT



PO Box 81066, Lincoln, NE 68501-1066

www.lincolnhrr.org



Volume 3, Issue 1

January, 2012

January Program: HR New Year's Resolutions

When:

Tuesday, January 10th, 2012

11:00 – 11:30 Registration

11:30 – 12:00 Lunch & Announcements

12:00 – 2:00 Roundtable Discussions ** **Note– EXTENDED TIME**

Where:

Firefighters Hall
241 Victory Lane, Lincoln

Cost:

Luncheon: LHRMA members—\$15

All Other Attendees—\$25

Menu:

Box Lunch—Panera

Turkey, Ham or Tuna Salad Sandwich

Chips, Cookies, Soda

Deadline: Register or cancel your registration by: Noon, Friday, **January 6th.**

About our Facilitators:

FUN AT WORK

Cathy Maddox, SPHR, HR Coordinator – Speedway Motors

Cathy has over 20 years of experience in HR, with her most recent years spent at Speedway Motors. As the past president of LHRMA and current board member, Cathy promises to lead a discussion about FUN in the workplace that “goes beyond wearing jeans and red on Husker days”.

COMPANY CULTURE

Mark Pankoke, SPHR, Human Resources Manager—Madonna Rehabilitation Hospital

Mark has been in HR working with organizational culture issues for 15 years including over 6 years on the LHRMA Board. During that time he worked for Novartis Pharmaceuticals, KV Pharmaceuticals, John Henry's Plumbing, iUniverse and Madonna Rehabilitation Hospital. Mark has had the opportunity to work with a variety of cultural issues including major change initiatives in small and large organizations. His current position with Madonna Rehabilitation Hospital, an organization of 1450 employees, has included work with supervisory development and efficiency improvements in departmental operations.

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PEFORMANCE APPRAISALS

Michele Spadt, SPHR, Chief Human Resources Officer – Lincoln Surgical Hospital

Michele brings over 20 years of experience in all aspects of human resource management including recruitment, employee relations, compensation and benefits administration, personnel policy development, performance management, labor relations and wellness initiatives. She has been active in the local HR community for several years, including participating on committees and serving as president for both LHRMA and the SHRM Nebraska State Council. She assisted Lincoln Surgical Hospital in implementing a performance management system that aligns an employee's performance to the corporate mission, standards of behavior, personal development, compensation and other talent management components. This alignment has increased engagement and, therefore, assisted with positive business outcomes including employee retention, customer loyalty, productivity and profitability.

NEW EMPLOYEE ORIENTATION

Judy Fischer, HR Manager II – Cabela's

With over 20 years in HR, including over 10 years with Cabela's, Judy is just the right person to facilitate this topic. Judy has been involved with LHRMA for 15 years and the State Conference for 7 years. She plans to share her experiences conducting the highly successful Cabela's Traditions Orientation Program.

WELLNESS PROGRAM

Ruth Jones, SPHR, HR Director – Nebraska Book Company

Ruth and the HR team at Nebraska Book Company have been implementing creative and innovative wellness programs for several years. Ruth brings over 17 years of HR experience along with long-standing membership and leadership in LHRMA and the NE State HR Council.



President's Message

Judy Ganoung, President



Well, golly, here it is...the day I have been dreading. No, not my MasterCard bill with my Christmas purchases, not the time of year that I review the current and next year's resolutions that I have failed and will probably fail again (really, next year I promise to stop eating a box of Cheez-Its every two days). It's the day that I have to sit down and write the first of 24 letters for the LHRMA newsletter. I hadn't really thought about it in those terms until the other night at the December Social when our past presidents mentioned that I would have to do 24 of these letters. Thanks so much!

I have been thinking about what interesting and or thought provoking words of wisdom I could share with you for the next 24 months. What I thought were the really great ideas have come to me at around 3:30 a.m. for the last week or so. Unfortunately by the time I got around to writing those ideas down when I got to work at 9:00...well, they weren't that great after all.

My fellow board members, a few State Council members, and a few past presidents had some very helpful suggestions. One of ideas that I thought would be especially interesting was the suggestion that I talk about my grandchildren and relate it to HR. You can ask anyone that knows me, I love talking about my grandchildren but I'm not sure that a group of highly trained HR professionals would find that much value in these stories, plus our fourth grandchild will be born in February...I'll do a whole issue in March! There were other suggestions that I received from past presidents but I can't really share those. I'm not going to give away that trade secret.

I wonder how many words are necessary to fill this page? Perhaps a larger font could do the trick.

I could tell you about the SHRM Leadership Conference that I attended last month. It was a tremendous opportunity. There were motivational speakers who truly do provide words of wisdom to people...I took lots of notes so please don't jump ship yet. The time there also provided me with the opportunity to network with other chapters as well as our own State Council. By the way, the State Council has started a new wellness program. It includes walking 15 blocks on brick just to find the perfect spot for dinner (high heels required). Thank you ladies!

Here is a final thought for this first letter. I want to thank Mark Pankoke and Cathy Maddox for their leadership these past four years. The LHRMA Board will miss Cathy's guidance and commitment to the mission of LHRMA and to the HR professionals that are its members. Mark will serve on the board as Past President and will continue to guide us towards new and provocative efforts for LHRMA. I look forward to working with the new Board of Directors and especially the LHRMA members.

PS - Does anyone have any old copies of the LHRMA newsletters lying around? Preferably issues older than four years.

Drawing Winner

Who Says There's No Such Thing as a Free Lunch? Congratulations to **Cindy Miller** from Advance Services, Inc.. She will receive free registration at the Jan. 10th luncheon meeting!



Board Meeting Recap

• No December Meeting

— Judy Ganoung



Find us on Facebook.
Become a fan and join
the conversation.

Legal Update

Get Ready for April 30, 2012

By Mark A. Fahleson, Esq., Rembolt Ludtke LLP

Legal developments relating to the National Labor Relations Act have been coming at a brisk pace under the Obama Administration. The Act, which applies to most private-sector employers regardless of whether the employer is unionized or not, gives employees certain rights as it relates to their ability to organize and join labor organizations and engage in “protected concerted activity.”

The National Labor Relations Board recently announced that it has targeted April 30, 2012, as the effective date for two of its most significant policy changes:

- The deadline for complying with the NLRB’s new posting requirements has been extended to April 30, 2012. This new posting requirement applies to all private-sector employers subject to the National Labor Relations Act, **even non-unionized workplaces**. A copy of the new poster may be found here: <https://www.nlrb.gov/poster> . The poster informs employees of their rights under the Act, including their right to unionize and engage in “protected concerted activity.” In addition to physical posting, the new rules require employers to post the notice on an internet or intranet site if personnel rules and policies are customarily posted there, and to post the notices in English and another language if at least 20 percent of the employees speak the other language. The potential consequences for violating these new posting requirements are significant, including unfair labor practice charges and a possible finding that failure to post is evidence of an unlawful motive.
- On April 30, 2012, the NLRB’s new “quickie” election rules go into effect. The new rules eliminate many pre-election rights of employers under the guise of expediting union elections after a representation petition has been filed. The net effect of these new rules is to restrict the ability of employer’s to challenge a union organizational drive and to limit the amount of time employers have to educate employees on the real consequences of unionization. The NLRB moved quickly to adopt the new rule before it loses one of its three remaining members at the end of this year. A copy of the final rule, published on December 22, 2011, can be found here: https://www.nlrb.gov/sites/default/files/documents/3240/nfrmfinal_0.pdf

LESSON: Given this increased legal activity, private-sector employers—union and non-union alike—must become knowledgeable about the requirements of the National Labor Relations Act, including these two new policy changes that become effective April 30, 2012. The new posting requirement will likely trigger an increase in the number of unfair labor practice charges filed against non-union employers as employees become better educated on how to use the Act’s protections to their advantage. The new quickie election rules will likely mean an increase in union organizing activity given the abbreviated election schedule. Employers would be well advised to consult with their legal counsel to review their policies and practices so as to ensure compliance with the NLRA and the increasingly aggressive NLRB.

Fahleson is a partner with the law firm of Rembolt Ludtke LLP and may be reached at (402) 475-5100 or mfahleson@remboltludtke.com. This article is provided for general informational purposes only and should not be construed as legal advice. Those requiring legal advice are encouraged to consult with their attorney.



Interested in earning your PHR/SPHR Certification?

SHRM's Nebraska State Council and Lincoln Human Resource Management Association (LHRMA) are hosting a study group to assist you with studying for your certification. Attend in-person at Nebraska Book Company (Lincoln, NE) or as a distant learning participant online.

Spring Certification Study Group

- When:** January 30th – April 23rd
Group meets every Monday evening from 5:30pm – 8:30pm
- Where:** In-person at Nebraska Book Company (Lincoln, NE) OR
Online through our distance learning opportunity*
- Fee:** \$75 for LHRMA Members
\$130 for non-LHRMA Members and distant learning participants
- Exam Window:** May 1, 2012 – June 30, 2012

**To participate in distance learning – students must provide internet access and a phone line. Calls will be toll free. Distant learning participants will see the presentation via internet and participate in group discussions through the conference call line. This is not a recorded session; participants must adhere to the class schedule.*

The Certification Study Group has been extremely successful in the past with a 90% or higher exam pass rate. The study group uses a lecture format that encompasses the six functional areas (strategic business management, workforce planning and development, total rewards, human resource development, employee and labor relations, and risk management) that make up the exam specifications. Our expert instructors are certified practitioners in Human Resources and are able to provide both practical and technical expertise to participants. The “Official PHR & SPHR Certification Guide” written by HRCI will be provided to all participants.

The core text for the certification study group is “Human Resource Management” (13th edition) by Robert L. Mathis and John H. Jackson. You must purchase the textbook **on your own**. The textbook and study guide are available at the SHRM store (www.shrm.org). Other sources may include Amazon or a college bookstore. If purchasing a used book, be sure to purchase the **13th edition**.

To earn the PHR or SPHR designation the candidate must have the appropriate experience and education requirements, which can be found on the HRCI website (http://www.hrci.org/2011_Exam_Eligibility/). Individuals applying for the PHR/SPHR Certification Exam must submit their application with payment to HRCI by the appropriate deadlines. Any questions regarding the Certification Exam or eligibility should be directed to HRCI. HRCI's Certification Handbook with more information about the exam can be accessed online at www.hrci.org.

If you would like to be involved in the study group, please visit the LHRMA website (www.lincolnhrr.org) and click “PHR/SPHR Certification” link on the left side of the screen to register.

Any questions or concerns about the study group or exams can be addressed to Melissa Price at (mprice@nebook.com or 402.421.0402), Certification Director for SHRM's Nebraska State Council.

EAP Corner

Bouncing Back After the Holidays

Pat Cavanah, Consultant

Best Care EAP

Planning for the holiday season usually begins as soon as we close the door on the last little trick or treat on Halloween night. Then, it seems as if every day in November and December is jammed packed with things to do, places to go, and people to see, and that's in addition to our "normal" work routine! How quickly those two months fly by! What a relief it is to get back to our routines after the stress and hectic schedules during the holiday season. Or is it?

Many people suffer from the post-holiday blues which, depending on the individual, can vary in duration and intensity. The post-holiday blues can manifest themselves as soon as we begin to remove that first ornament from the tree. Employees returning to work after their holiday vacation seem to have a different demeanor; gone is the rush in their step, the glimmer in their eyes, the smiles on their faces and their overall peace-and-goodwill-toward-mankind attitude. It's back to reality.

Getting back to reality doesn't have to bring us down, cause us sadness or bring on the blues. To overcome those post holiday blahs, consider the following tips:

1. **Keep Planning.** Remember, many of us started planning for the holidays back in October which contributed to our anticipation and enjoyment of the season. Don't stop planning just because the holiday season is over. What is it you want to do next; something you would look forward to doing? Keep in mind that the anticipation and planning of an event is often as much fun as the event itself!
 - Plan your next vacation
 - Plan a weekend get away
 - Plan a themed party
2. **Set Some SMART Goals.** It's a new year, what goals would you like to set for yourself? These goals might be personal, professional, physical, or financial. Have some fun with these goals; they don't have to be boring! Regardless of the type of goals you set, make sure they are S-M-A-R-T.
 - **S** = Specific
 - **M** = Measurable
 - **A** = Achievable
 - **R** = Results-oriented
 - **T** = Time-based deadline
3. **Eat Healthy.** Yes, it's confession time. For many of us, the holidays serve as a green light for overindulgence. Festive holiday foods loaded with fat and refined sugars zap our energy and deprive us of the nutrients our bodies need. It's now time to get back to what we know is the healthy way to eat. Focus on fresh fruits and vegetables, unprocessed foods; meals high in protein and low in simple carbohydrates and sugars; and be sure to drink plenty of water.
4. **Exercise.** Don't be too hard on yourself if you've deviated from your normal exercise routine over the holidays. If you had a routine, get back to it. If you didn't have an exercise routine, now is a great time to start with at least 20 minutes of exercise 4-5 times per week. Load your iPod with music that

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makes you want to get up and move! You don't have to run a marathon; just do something to get moving.

If you belong to a gym, that's great, but remember exercise does not have to be expensive to be worthwhile; walking around your block or in a park doesn't cost anything but time. Additionally, walking outside provides other great benefits. We're breathing fresh air, getting some Vitamin D from the sun, and the sunlight is releasing neurotransmitters in the brain that have a direct positive affect on our moods.

5. **Keep That Giving Spirit Alive.** Doing for, and thinking of others shouldn't be a concept exclusive to the holiday season. Being kind and doing kind things for others makes us feel good and can promote our overall well being.

Beat your blues by thinking of others and how you can continue to make a positive difference in someone else's life all year long. That's bound to put a smile on your face *and* in your heart!

- Volunteer at a homeless shelter, animal shelter, or hospital
- Help an elderly neighbor or friend in need
- Clean your closets of unwanted or unused useful items or clothing and donate them to a charitable organization

In addition to these suggestions, always know that your EAP is available, knowledgeable, and eager to help you cope with any feelings of loss, sadness, or regret that might follow the holiday season. Don't struggle with these feelings – call your EAP and begin the healing process.

NEW MEMBERS

Chris Gomez

Regional Human Resource Manager
Valmont Industries, Inc.
christopher.gomez@valmont.com

Bonnie Otte

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Marcia Scheinost

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Candace Thomazin

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MEMBER CHANGES

Jeanne Sheridan (Riha)

jsheridan@bio-electronics.com

Thank You to Our Volunteers

It takes many people to make our organization run smoothly, and we would just like to take a moment to say 'Thank You' for all of our volunteers. We know you are all very busy with your jobs and families, so we truly appreciate the time you have devoted to the LHRMA organization. The following people volunteered on a LHRMA committee in 2011:

Veda Armstrong	Kathy Harper	Jennifer Monroe	Sue Settell
Darla Atkinson	Lori Hein	Lisa Neddenriep	Nancy Shy
Janet Bauer	Amanda Henry	Sheri Neeman	Julie Spader
Barb Benes	Shawna Hilbert	Jean Niemann	Cindy Thomson
Angela Caldwell	Lisa Holz	Jason Pacl	Karen Vogel
Aaron Delahoyde	Jerry Lee Jensen	Mark Pankoke	Jill Watkins
Chantel Denker	Ruth Jones	Joi Pool	Kelly White
Nate Elgert	Serenity Kinney	Sherla Post	Carmen Wiles
Brian Emmel	Angela Kugler	Melissa Price	Brian Willet
Mark Fahleson	Cathy Maddox	Dorothy Ramsey	Lynn Willey
Judy Ganoung	Lou Ann Manske	Marcia Roberts	Sherri Wimes
Kendal Garrison	Cindy Mefford	Deanna Schuldeis	Yan Yang
Jane Goertzen	Kim Michael	Denice Sears	
Elly Hardekopf	Jill Miller	Lindsay Selig	

LHRMA has been a strong association due to the many dedicated volunteers that keep the organization growing. However, there is always room to improve. Please sign up and help us. It is a great way to meet and network with your peers - plus, it can also be a lot of fun!

Email Kathy Harper at kharp@LMEP.com if you are interested in serving on any of the following committees:

- Certification Committee
- Diversity committee
- Program Committee
- Government Relations committee
- Meeting Registration Table
- Workforce Readiness
- Facilitating an evening PHR/SPHR study group
- Membership Committee
- Letter writing for legislative issues
- State Conference Committee
- Keep me on the list for one-time events

Jobs, Jobs and More Jobs!

Do you have one to advertise or are you looking for one?
CHECK OUT OUR WEBSITE—<http://www.lincolnhhr.org>.

If you are an employer who has a LHRMA member employee, then you can post your human resource job opening on our website by contacting Kathy Harper at lhrma0048@yahoo.com or 402.483.4581, x. 339.

If you are looking for a human resource position, then you can check our website at www.lincolnhhr.org.

This will be an excellent resource for students who are seeking an HR position. It is also an excellent forum for companies to advertise if they have summer internships available. Please take advantage of this great resource—you can't beat the price!





**Lincoln Human Resource
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www.lincolnhr.org

SHRM local chapter #0048



We're on the web!
lincolnhr.org

Board of Directors



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