



Lincoln  
Human  
Resource  
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Association



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Volume 6, Issue 7

July, 2015

**PROGRAM:** Retention through Engagement: Your Culture is Only What You Think It Is  
Presented by: David Weisser, Director of Research and Analytics, Quantum Workplace

**WORKSHOP: Effective Facilitation is Not Just for Trainers!**  
Presented by: Ms. Davie Shutzer-Hill, BSN, RN, CPHQ, Director of Quality and Risk Management, Madonna Rehabilitation Hospital

**WHEN:**

Tuesday, July 14th, 2015  
11:00 – 11:30 Registration  
11:30 – 12:00 Lunch & Announcements  
12:00 – 1:00 Keynote Session  
1:15 – 3:15 Workshop

**WHERE:**

Lincoln Firefighter’s Hall  
241 Victory Lane, Lincoln, NE  
**Parking is FREE!**

**COST:**

**Program Registration Fee:** LHRMA members—\$15  
All Other Attendees—\$25  
College Student Chapter Members—FREE (You must register with Jenessa Keiser,  
College Relations Chair)

**Workshop Registration Fee:** All Attendees—\$35

**MENU:** Catered by Tastefully Yours.

**DEADLINE:** Register/cancel your registration by **12:00 noon, Friday, July 10<sup>th</sup>.**

**REMINDER:** There is a \$10 fee for late registrations and for no-shows. This \$10 fee is in addition to the regular registration fee. Please try your hardest to register on time, as late registrations and no-shows make it difficult on everyone involved.

**About Our Program:**

**Retention through Engagement: Your Culture is Only What You Think It Is**  
Engagement is the key to performance and retention. Highly committed employees try 57 percent harder, perform 20 percent better, and are 87 percent less like to leave than employees with low levels of commitment. But, engagement not only plays a role in retaining top talent, a company’s culture is also a factor. Do you have a culture that fosters growth, learning, freedom, respect and transparency?

Learn how to increase retention through employee engagement and how culture plays into engagement from the employee engagement experts at Quantum Workplace. You’ll learn what to do with employee feedback and how to narrow

**This month’s program has been pre-approved for Strategic Credits!**  
**The workshop has been pre-approved for General Credit Hours.**

**Inside this issue:**

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your focus, gather concrete engagement ideas, ensure total organization buy-in, and gain manager involvement and build a stronger company culture based upon sound research.

### **About Our Workshop: Effective Facilitation is Not Just for Trainers!**

It wouldn't be so bad if we didn't have to meet with people! One of the most important sets of skills for managers, executives and leaders are facilitation skills. These are the "process" skills we use to guide and direct key parts of our organizing work with groups of people such as meetings, planning sessions, and training of our members and leaders.

Whether it's a meeting (big or small) or a training session, someone has to shape and guide the process of working together so that you meet your goals and accomplish what you've set out to do. While a group of people might set the agenda and figure out the goals, one person needs to concentrate on how you are going to move through your agenda and meet those goals effectively.

If you want to do good planning, keep members engaged and involved, and create real leadership opportunities in your organization and skills in your members, you need facilitator skills. The more you know about how to shape and run a good learning and planning process, the more your members will feel empowered about their own ideas and participation, stay invested in your organization, take on responsibility and ownership, and the better your meetings will be.

Meetings are a big part of our organizing life. We seem to always be going from one meeting to the next. By the end of this workshop, participants will have identified at least three changes that can be made in meetings to assure results that are able to be implemented. Participants will learn what is wrong with the meetings we attend, components of successful meetings and what to do about different behaviors during the meetings. Remember, these facilitation skills are useful beyond meetings: for planning; for "growing" new leaders; for resolving conflicts; and for keeping good communication in your organization.

### **About our Speakers:**

David Weisser (pronounced "Wiser", conveniently ) of Quantum Workplace is responsible for analyzing organizational data and helping executives use it to make development decisions. David now has nearly 15 years of experience with all phases of research from data collection and logistics, to quality assurance and data integrity, advanced analysis, consulting, and presentation. Before joining Quantum Workplace, David served as Director of Survey Research for Kenexa, an IBM company. Additionally David has worked in state government and higher education. David has a Master's Degree in Survey Research and Methodology from the University of Nebraska-Lincoln where he lives with his wife and three children.

**Ms. Davie Shutzer-Hill, BSN, RN, CPHQ**, Director of Quality and Risk Management, Madonna Rehabilitation Hospital. Davie grew up in New Jersey where she was one of the first Pediatric Nurse Practitioners in that state. She attended the University of Pennsylvania Graduate Program where she studied Community Health Nursing and later studied Leadership in the graduate program at Doane College. She is a certified trainer in meeting facilitation, mediation and recently achieved the Certification as a Professional in Healthcare Quality.

Davie joined the Madonna team in February 2005. Previous positions included Vice President of Clinical Services at Tabitha Health Care, Clinical System Leader for Nebraska Health and Human Services and Administrator of Performance Accountability Division, Nebraska Health and Human Services. She has served on the Board of Directors for the Nebraska Advocacy Services, providing leadership to their strategic planning and was appointed to the National Advisory Committee on Maternal and Child Nutrition and Governor's Task Force on Alzheimer's and Related Disorders. Davie serves as treasure for the Nebraska Association for Healthcare Quality, Risk and Safety She has done numerous local, state, regional and national presentations related to quality improvement in health care, clinical care of those with Alzheimer's Disease and other clinical topics within her expertise. She has trained more than 2,000 people in effective and efficient meetings.

## President's Message

Melissa Price, LHRMA President



The first session of the 104<sup>th</sup> Legislature adjourned in late May. As usual, there were a plethora of topics with which the senators wrestled. They debated the potential prohibition of flying lanterns (didn't pass); providing income tax deductions for grad school loan principal payment and income earned from second jobs (didn't pass); an increase in the gas tax (passed), and whether or not to abolish the death penalty (passed).

There were plenty of bills introduced that had the potential to impact our world in HR. There were the usual spate of bills proposing to tweak the Nebraska Workers' Compensation Act. There were bills regarding E-Verify, cannabis, prohibiting discrimination based on sexual orientation and gender identity, and yet another bill concerning the transportation and storage of firearms within a private motor vehicle.

Of the twenty-six employment-related bills we were watching most closely, only four were signed into law. [Click here](#) to access a chart of those four bills. Take a look at the chart to see if these bills will impact your work. Click on the bill number to view the text of the bill as it was originally introduced. The hotlink to the slip law will show you the law as passed, but printed in a temporary format.

A special note of thanks goes to Chad Richter, Legislative Director for the SHRM Nebraska State Council. He did a great job of keeping us informed about legislative matters – not only at the start of the session, but throughout. Thanks again, Chad!

Before you know it, the Legislature will be back in session. And, we'll be monitoring things to keep you informed – just one of the benefits of your LHRMA membership.

— Joel Scherling, President-Elect

  
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# Legal Update

## LB 627 Provides Protections to Pregnant and Nursing Mothers

Jack Shultz and Adam J. Prochaska

O'Neill, Heinrich, Damkroger, Bergmeyer & Shultz, P.C., L.L.O.

On April 7, 2015, the Nebraska Unicameral passed LB 627 by a vote of 45-0-4. Governor Ricketts signed the law on April 13, 2015. LB 627 amends the Nebraska Fair Employment Practice Act, NEB. REV. STAT. 48-1101, *et seq.* ("FEPA"), and was intended to "clarify and solidify workplace protections for pregnant workers," "define reasonable accommodations for pregnant workers," and "to provide discrimination protections for pregnant workers similar to those already provided to workers with disabilities."

Generally, most employers with 15 or more employees (some City Ordinances set a different threshold number of employees), state and local governments, and labor organizations must comply with FEPA. Under FEPA, Nebraska employers are prohibited from discriminating on the basis of race, color, national origin, religion, sex (including pregnancy), disability, and marital status. LB 627 expands this list by providing that it is an unlawful employment practice to:

Discriminate against an individual who is pregnant, who has given birth, or who has a related medical condition in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment.

LB 627 further provides that discrimination includes not making "reasonable accommodations" for and "taking adverse actions against" an employee for using a reasonable accommodation. Significantly, "reasonable accommodation" includes: (1) the acquisition of equipment for sitting, (2) more frequent or longer breaks, (3) periodic rest, (4) assistance with manual labor, (5) job restructuring, (6) light-duty assignments, (7) modified work schedules, (8) temporary transfers to less strenuous or hazardous work, (9) time off to recover from childbirth, or (10) break time and appropriate facilities for breast-feeding or expressing breast milk." An employer is required to provide these accommodations unless it can demonstrate that the accommodation would impose an "undue hardship on the operation of the business of the covered entity."

By defining reasonable accommodation to include both break time and facilities for expressing breast milk, LB 627 provides employees with more protection than the Fair Labor Standards Act (FLSA) and the Pregnancy Discrimination Act (PDA). A plain reading of the law suggests both exempt (salaried) and non-exempt (hourly) workers are entitled to break time and space. Further, breastfeeding moms are now a protected class similar to race and disability.

LB 627 includes additional protections and provisions covering individuals who are pregnant, who have given birth, or who have a related medical condition. You should consult with your employment law attorney to explore how this new law affects you.

**Editor's Note:** This article is not intended to provide legal advice to our readers. Rather, this article is intended to alert our readers to new and developing issues and to provide some common sense answers to complex legal questions. Readers are urged to consult their own legal counsel or the author of this article if the reader wishes to obtain a specific legal opinion regarding how these legal standards may apply to their particular circumstances. The authors of this article, Adam J. Prochaska and Jack Shultz, can be contacted at (402) 434-3000 or at O'Neill, Heinrich, Damkroger, Bergmeyer, & Shultz, P.C., L.L.O., P.O. Box 82028, Lincoln, NE 68501-2028, or at [aprochaska@ohdbslaw.com](mailto:aprochaska@ohdbslaw.com) and [jshultz@ohdbslaw.com](mailto:jshultz@ohdbslaw.com).

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## Book Your Hotel Today for the SHRM NE Conference!

### **Hilton Omaha—Connected to the Qwest via skywalk**

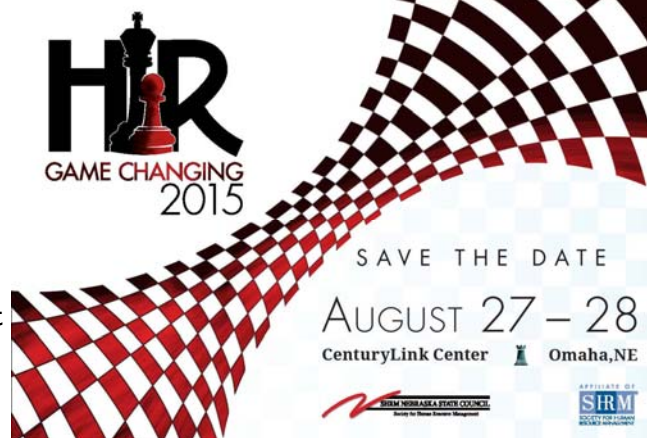
1001 Cass St

Omaha, NE 68102

Room rate is \$139 + applicable taxes (Limited quantities)

Deadline for reservations at this rate is August 5, 2015

Reservations can be made by calling general reservations at 1-800-HILTONS or the hotel directly at 402-998-3400 and mention you are staying in the NE SHRM block and give the group code "SHR".



### **Courtyard by Marriott Omaha Downtown/Old Market**

101 S. 10<sup>th</sup> Street

Omaha, NE 68102

Room rate is \$99 + applicable taxes (Limited quantities)

Deadline for reservations at this rate is August 5, 2015.

Reservations can be made by calling 800-321-2211 and reference the SHRM Nebraska State Conference Room Block Courtyard by Marriott Omaha Downtown/Old Market or book directly by using the following link:

[http://www.marriott.com/meeting-event-hotels/group-corporate-travel/groupCorp.mi?resLinkData=SHRM%20Nebraska%20State%20Conference%5Eomacy%60SHRSHRA%6099.00%60USD%60false%608/26/15%608/28/15%608/5/15&app=resvlink&stop\\_mobi=yes](http://www.marriott.com/meeting-event-hotels/group-corporate-travel/groupCorp.mi?resLinkData=SHRM%20Nebraska%20State%20Conference%5Eomacy%60SHRSHRA%6099.00%60USD%60false%608/26/15%608/28/15%608/5/15&app=resvlink&stop_mobi=yes)

### **Hilton Garden Inn - Omaha Downtown/Old Market**

1005 Dodge Street

Omaha, NE 68102

Room rate is \$99 + applicable taxes (Limited quantities)

Deadline for reservations at this rate is July 27, 2015.

Reservations can be made by using the online link, [http://hiltongardeninn.hilton.com/en/gi/groups/personalized/O/OMADMGI-SHR-20150826/index.jhtml?WT.mc\\_id=POG](http://hiltongardeninn.hilton.com/en/gi/groups/personalized/O/OMADMGI-SHR-20150826/index.jhtml?WT.mc_id=POG) and entering the group code "SHR". Attendees may also make reservations by calling the hotel directly at 877-782-9444 or 402-341-4400 and asking for the "SHR" group room rate.

## Jobs, Jobs and More Jobs!



If you are an employer with an employee that is a current LHRMA member, then you can post your HR-related job opening on our website for **FREE!** Just email Kathy Harper at [lhma0048@yahoo.com](mailto:lhma0048@yahoo.com).

If you are looking for a human resource position, then check it out!

Go to <http://lincolnhhr.org/blog/hr-job-openings/>

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

## EAP Corner

### How to Effectively Coach Employees

Greg Brannan, Director of Business Development & Training Consultant  
Deer Oaks EAP Services

Whether you lead a sports team or a department in a busy organization, the main goal of coaching is the same; to help those you lead to succeed.

Along those lines, when your primary goal as a supervisor or manager becomes helping your employees to achieve success - instead of just completing their work as quickly as possible - coaching your employees can become an effective practice.

#### **Coaching requires a change in management approach**

Many supervisors and managers approach their interactions with employees using a directive approach, with the manager taking the lead in providing solutions to problems, recommending ways for the employee to improve their performance, etc.

In a coaching approach, instead of the manager taking the lead in solving problems, improving performance, etc., the employee is given the opportunity to think through and make the initial suggestions themselves. This process provides the employee with the opportunity to learn valuable problem-solving skills, take more responsibility for their behavior & performance, etc. It's a great tool for employee development.

And because a coaching process gives employees more input and encourages them to take a more active role in the management of their work, it typically leads to greater degrees of employee engagement.

#### **Tips for having effective day-to-day coaching conversations**

Once a manager or supervisor has embraced a coaching approach, any conversation with an employee can become a coaching conversation. It doesn't have to be a formal meeting. Coaching can happen in the parking lot, in the break room, or even during a team meeting.

For example, if an employee approaches their manager in the hallway asking for help with a problem, the manager can initiate the coaching process by asking the employee what they think the solution should be. As an example during a team meeting in which a new project is being discussed, the manager can begin a coaching dialogue by strategically asking one of the team members who they think should be on the project team, or what the project plan should be.

The key communication strategy in a coaching conversation is to the "ask" the employee, instead of "tell" them. For managers/supervisors who are used to being directive with employees, coaching can feel uncomfortable at first. But with practice, coaching will become a more comfortable process that can pay great dividends in terms of employee motivation and productivity.

*Deer Oaks is a leading national provider of EAP and Work/Life services that enhance employee health, morale and productivity.*

For more information, contact Greg Brannan at (301) 829-0364 or [gbrannan@deeroaks.com](mailto:gbrannan@deeroaks.com).



## Wellness

### As the Weather Heats Up, Promote Summer Heat Safety and Well-Being

Tonya P. Vyhlidal, M. Ed., CHPD, Workwell Director

Nebraska Safety Council

Summer is almost here! Summer means vacation, outdoor activities, and fun in the sun! It's a time when families hit the road to visit national parks or distant relatives. The warm months and long days mean that there is plenty of time for baseball games and barbecues. The sultry temperatures practically invite you to take a dip in the pool or ocean. We all get excited about fun and sun but don't let the beautiful sunny weather fool you summer holds significant safety and health risks.

Each year, hundreds of people die due to heat-related illnesses and thousands become ill. Many of us can go inside and turn on the air conditioning, but for outdoor workers in very hot environments, it isn't that simple. Outdoor workers are particularly vulnerable to heat stress. To encourage heat-related safety precautions, the National Weather Service teams up with the Occupational Safety and Health Administration every year to educate workers about excessive heat and ways to prevent heat illness.

With temperatures rising, now is the best time for anyone to prepare to protect themselves, friends, family members, and co-workers outdoors. Working and/or playing outdoors provides increased hazards, including illness and death. By gradually increasing exposure to heat, and enabling frequent water breaks, using sun screen, wearing clothing designed for heat and humidity, and cooling off as necessary in the shade or indoors the risk significantly reduces the risk of heat-related illness.

One handy tool available for free to prevent these hazards is the [OSHA Heat App](#) that calculates the heat index (both temperature and humidity) and provides recommendations for how best to protect individuals based on the risk level. OSHA's heat app, recently updated for iPhone users, has been downloaded more than 193,000 times.

Protect yourself and others and take the heat and humidity seriously. Check out the [www.osha.gov](http://www.osha.gov) or the <http://www.cdc.gov/extremeheat/> website for more information on how to manage heat and stay healthy in hot and humid conditions.

Source: OSHA Quicktakes

OSHA Heat App: [https://www.osha.gov/SLTC/heatillness/heat\\_index/heat\\_app.html](https://www.osha.gov/SLTC/heatillness/heat_index/heat_app.html)



### Drawing Winner

Who Says There's No Such Thing  
as a Free Lunch?

Congratulations to **Veda Armstrong**  
with Family Service.

Veda will receive free registration  
for the July program.

## WELCOME NEW MEMBERS

### **Amy Behrends**

Director of Organizational Development  
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### **Michael Bulmer**

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### **Welcome!**

**You've joined an outstanding organization!**

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## **SHRM FOUNDATION SCHOLARSHIP FOR HR PROFESSIONALS – DEADLINE JULY 15**

110 scholarships for SHRM Certification (\$750 each) will be awarded to SHRM members working toward SHRM-CP or SHRM-SCP certification. Affiliated SHRM chapters and state councils organizing local certification preparation programs are also eligible. 20 Academic Scholarships (\$2,000 each) will be awarded to SHRM members pursuing a graduate or undergraduate college degree (part- or full-time) in HR or a related field.

Go [here for more information](#).







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