



WSHRMA

West Sound
Human
Resource
Management
Association

West Sound Human Resource Management Association

West Sound Happenings

April 2002

Inside this issue:

Board Member Profile	2
WSHRMA Legislative Reporter Update	2
Components of Drug Free Workplace Program	3
WSHRMA Spring Conference	3
Diversity Events	3
2002 WSHRMA Board Members	4

Calendar

May 13, 2002
WSHRMA Spring Conference
Silverdale, WA

June 12, 2002
WSHRMA Luncheon
Disaster Preparedness in the
Workplace and at Home

June 23-26, 2002
SHRM Annual Conference &
Expo
Philadelphia, PA

September 24-26, 2002
2002 NHRMA Annual Conference
Tacoma, WA

WSHRMA Luncheon Drug Free Workplace Programs: What works and what doesn't!

Presented by: Tom Pool, Executive Director - Drug Free Business

Wednesday, April 10, 2002
11:45 a.m - 1:30 p.m.
Silverdale Hotel
3073 NW Bucklin Hill Rd.

This presentation will include a brief overview of the components of an effective drug free workplace program. The primary focus will be on lessons learned and some of the common mistakes made by Human Resource Managers. There will be plenty of time available to have your questions answered.

The presenter, Tom Pool, Executive Director for Drug Free Business since 1995, has a great deal of experience assisting employers with the development of drug free workplace programs. Over 4000 employers have attended drug free workplace training programs presented by Mr. Pool in Washington State, the

Northwest and the nation. In his interesting presentation, Tom also draws on twenty years of experience as a Special Agent/Criminal Investigator agent and demand reduction Coordinator with the Drug Enforcement Administration. He has developed training curricula in the areas of Drug Demand Reduction, Drug Legalization Issues, Drugs in the Workplace and Crime Prevention. He served as a member of the Governor's Council on Substance Abuse from 1991-93.

Tom served in the US Navy as an Intelligence Officer and holds a Bachelor of Arts Degree in Economics from the University of Washington.

MENU: Tossed salad with honey mustard dressing, Mariner Chicken topped with Portobello Mushrooms and Feta Dijon Sauce accompanied by Wild Rice Pilaf, Steamed Vegetables, Rolls and Butter.

RSVP to Cynthia Crisp (360) 475-7306 or ccrisp@oc.ctc.edu by Friday, April 5, 2002.

Cost:
\$15.00* Members
\$25.00* Non-Members

When you register, please let us know if you have special needs.

**Additional \$10.00 fee will be charged to those without reservations.*

**Those with reservations who do not attend the meeting, will be billed for the cost of their meal.*

Board Member Profile - WSHRMA President Elect



Annie Davis, SPHR

Annie Davis has been a member of SHRM since 1979. She has an SPHR designation, a M. Ed in Business Education and a BS in Business Education. Annie is currently the President Elect on the WSHRMA Board. She has held various other board positions in the past including, Treasurer, VP of Programs, Legislative Reporter, Education Advocate and President.

Annie has been a Civil Service Officer/ Human Resource Specialist for the City of Bremerton for a little over a year. Prior to working for the City of Bremerton, she worked for Olympic College as a Human Resources Representative for 6 ½ years and as a Teacher/professor in the Office Technology Department for 2 years. She

is currently serving on the Board for the Communitas Group.

Annie was born in Danville, Virginia. She has lived in Kitsap County with her husband for almost 25 years. She has three children, two granddaughters (ages 4 months and 2 months) and an eight year old German shepherd. She enjoys cooking, sewing, church choir and other church activities. She loves chocolate, southern fried chicken and Smithfield ham with country gravy and biscuits.

Annie's goal as a WSHRMA Board member is to keep up with changes in HR laws and practices and share with others when or if needed.

WSHRMA Legislative Reporter Update

Human Resources related bills did pass during this years legislature. They include Unemployment for Domestic Violence/ Stalking Victims (HB1248), Allowance for employees to use sick leave or other paid time off to care for a sick family member (SB6426), and Prohibiting health care facilities from requiring employees to work overtime (SB6675). An Unemployment Insurance Reform bill (HB2901) also passed, which shifts the unemployment insurance tax burden among employers. Some industries will see a dramatic increase in UI costs while others will actually see a decrease.

A budget was passed but it is unsure whether it will have enough reductions to make it through the year. Budget shortfalls are also projected for the next couple of years.

The House and Senate completed a transportation plan at the very end of the session. It contains provisions for increases in the gas tax, truck weight fees and vehicle sales tax. The plan will go before the voters on the November ballot.

On March 5th Governor Locke announced a two-year delay in the penalties for violations of the upcoming Ergonomics Rule. He announced that the rule stands and that he would veto any attempt to repeal it. AWB and the WE CARE coalition indicated that the suit filed against the Department of L&I, regarding the ergonomics rule, would continue. A hearing is scheduled for May in Thurston County Superior Court.

The SHRM Annual Employment Law and Legislative Conference was held March 11-13 in Washington D.C. During the conference governmental affairs staff laid out the top legislative issues on the federal level. In order of the most likely to be considered, they are:

- Pension Reform

- Unemployment extensions and reform
- Genetic Discrimination (HR602, S19, S318)
- Patients' Bill of Rights (HR2563 and S1052; house bill limits damages)
- Minimum Wage Increase (HR222, S8)
- FLSA Reform - Gainsharing (HR1602); Comp Time (HR1982, S624)
- Mental Health parity
- FMLA Clarification (HR2366, S489)
- FCRA Clarification

Pension Reform has been the focus of a great deal of attention since the Enron problems. Numerous bills have been introduced since the Enron collapse. The main reform issues involve new contribution diversification rights, disclosure requirements, and incentives for retirement education. Other revisions involve "blackout" periods that would restrict executives from selling company stock while employees can't, and requiring a 30-day notice of a blackout period. This legislation is very hot and will receive lots of attention in the next couple of months.

The Department of Labor has introduced a new toll-free Participant and Compliance Assistance Number at 1-866-275-7922. It is intended to make it easier for employers, and workers, to get help with questions about their retirement and health benefit plans.

Please remember to use SHRM's letter writing option at www.shrm.org/government and select "Write Your Member of Congress." SHRM and HRVoice participation continues to grow and to become the voice of the profession, and we need to maintain our contacts with our legislators. With the end of the 2002 Washington State session, now is a good time to send a thank you letter to your legislators.

The Components of a Drug-Free Workplace Program

No two workplaces are the same, and no two employers will take exactly the same approach to addressing alcohol and other drug abuse. The information below shows a number of options for starting or expanding a drug-free workplace program.

Some employers may be interested in only one component; others may want to implement several or all of them. The decision will depend on the level of concern about the problem, the potential for alcohol and other drug abuse at the worksite, and the available resources. Remember, there is no one "right" way to start a drug-free workplace program.

NEEDS ASSESSMENT

As with any other organizational change, assessment is the first step. A careful needs assessment can lead to early program success. The needs of an employer with 200 employees, 75 of whom drive company vehicles, will be very different from the needs of an employer with only 8 employees who work all day on computers. Local resources also will

vary from one community to the next.

POLICY DEVELOPMENT

A written policy tells everyone the organization's position on alcohol and other drug abuse and explains what will happen if the policy is violated. This is the central component of most programs.

Employers often ask if they can "borrow" another employer's policy and tailor it to their workplace. While this is certainly possible, it is best to draft a policy that meets your own organization's specific needs. Many employers find it helpful to involve supervisors, employee and union representatives in drafting a policy. These people can offer practical ideas and help to write a well-rounded policy. In general, employees who contribute to a policy are more likely to willingly comply with it. They'll also be better able to explain it to others.

EMPLOYEE EDUCATION

A plan for introducing the drug-free workplace program to employees and for informing them about alcohol and other drug related issues will be important to

the program's overall success. The educational components in should provide the basic facts about alcohol and other drug abuse and guidelines for informing and educating employees.

SUPERVISOR TRAINING

If your organization has managers or supervisors, they can provide valuable support in introducing and carrying out a drug-free workplace program. They cannot do it alone, however; they will need guidance, direction, and support.

EMPLOYEE ASSISTANCE PROGRAM (EAP)

An EAP is one way for an organization to offer help to employees with personal problems, including problems with alcohol and other drugs. This component can be a sign of employer support and a source of improved productivity. Although not every employer will want or be able to afford an EAP, it is worth considering. Low-cost options for offering an EAP are available, making this component within reach even for companies with limited resources.

WSHRMA Spring Conference

~~ SAVE THE DATE ~~

Mark your calendars for
Monday, May 13th!

WSHRMA will be sponsoring its Spring Conference at the Silverdale Hotel. We are having two tracts. We have a full day planned for HR professionals and a half day for staff wanting an update on employment issues. We are planning the following topics: Keeping Out of Court, Legal Update, Behavioral Interviewing and Interactive Management.

More information will be sent to you soon.

SCHOLARSHIPS ARE AVAILABLE! For the WSHRMA Spring Conference

The Family Friendly & Drug Free Workplace Committee is generously offering two scholarships for the May 13th WSHRMA Spring Conference.

To apply, simply send a letter on your organization's letterhead explaining:

- 1) Why a scholarship is necessary
- 2) How the conference information will be beneficial

Please mail letters no later than April 22nd to:

Audi Ritz, Community Liaison
PCHS
BOX 960
Bremerton, WA. 98337
audi@kchc.org



Diversity Events

Kitsap County Youth Rally

Saturday, April 13 (9:00 a.m. to 3 p.m.)

Klahowya High School

Sponsored by the Kitsap County Council for Human Rights and hosted by the Central Kitsap School District.

Day-long conference planned by and for Kitsap County youth featuring various workshops and activities on diversity and human rights issues. For more information, contact Leif Bentsen at 337-4883

Cultural Celebration

Saturday, April 20 (6 p.m.)

Kitsap Pavilion, Bremerton

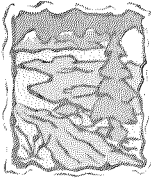
Sponsored by the Pacific Northwest Illocandia Association

Filipino food, music and entertainment. Tickets are \$20 for adults (lower for kids) and can be purchased at the door on event night

For more information regarding Diversity issues or becoming a member on the *WSHRMA Diversity Committee* please contact Bryan Moore, bryanm@kmhs.org or Audi Ritz, audi@kchc.org

**WEST SOUND HUMAN RESOURCE
MANAGEMENT ASSOCIATION**

PO Box 1285
Bremerton, WA 98337



WSHRMA

West Sound
Human
Resource
Management
Association

AFFILIATE OF



SOCIETY FOR
HUMAN
RESOURCE
MANAGEMENT

April Meeting Announcement Inside

2002 WSHRMA Board of Directors

President

Sharon Tucker, PHR
Olympic Ambulance
(360) 415-9147
tuckerems@worldfront.com

VP Programs

Belinda Price
(360) 379-5064
pricebe@dshs.wa.gov

Education & Certification Advocate

Marie LaMarche, SPHR
The Sun
(360) 792-3330
mlaMarche@thesunlink.com

Past President

Lois Daigle, PHR
Harrison Memorial Hospital
(360) 792-6721
loisdaigle@hmh.westsound.net

Secretary

Keri Sieckowski, PHR
Concurrent Technology
(360) 782-5562
sieckowski@ctcgsc.org

Community Liaison/Diversity Director

Audereen (Audi) Ritz, PHR
Consultant
(360) 337-1768
amritz@telebyte.com

President-Elect

Annie Davis, SPHR
City of Bremerton
(360) 478-7955
adavis@ci.bremerton.wa.us

Treasurer

Cynthia Crisp, PHR
Olympic College
(360) 475-7306
ccrisp@oc.ctc.edu

Job Bank Coord./Publications Director

Lisa Hecker, PHR
Fred Hill Materials
(360) 779-4431 ext. 137
lisah@fredhillmaterials.com

VP Membership

Deanne Hull
Art Anderson Associates
(360) 479-5600
dhull@artanderson.com

Legislative Reporter

Susan Chesbrough, PHR
Peninsula Community Health Ser-
vices
(360) 475-3709
susan@kchc.org

Foundation Director

Kathy Giovanni, PHR
Sage Manufacturing Corp.
(206) 842-6608
kg@sageflyfish.com