



West Sound Human Resource Management Association

West Sound Happenings

April 2007

*Save The
Date*

Monthly Luncheons

**Mark these dates on
your Calendar!**

May 9, 2007

Spring Conference

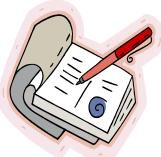
Kathryn Franklin

How to Conduct Lawful Investi-
gations

June 13, 2007

Larry Shapero

Errors and Liability in
Misclassifying Employees as
Exempt



Please continue to check
our website at
www.wshrma.org

APRIL 11, 2007, SILVERDALE BEACH HOTEL

BUSINESS WRITING THAT COUNTS!

DR. JULIE MILLER

In today's information crazed, e-mail driven global economy, how one uses this powerful, immediate tool can mean the difference between market leadership and upward mobility or business and career disaster. E-mail has become the single most important communication tool in business today. Users are addicted to its speed and immediacy—and therein lies the problem. E-mail commands our attention and action. Learn how to use it effectively to get the results you want with Dr. Julie Miller's *12 Top Tips for E-mail Excellence!*

Dr. Julie Miller is a business writing expert, consultant, author, speaker, trainer, and coach. Dr. Miller, founder of **Business Writing That Counts!**, works with corporations, organizations, educational institutions, and professionals to improve the quality of their writing. She and her certified master trainers help professionals reduce their writing time while still producing powerful documents.

Her book, **Business Writing That Counts!**—sold in over twenty countries—details a numbering system that she has taught to over half a million people. She has been a columnist with the *Eastside Business Journal*, *Herald Business Journal*, and has written for *Washington CEO* magazine, *Vistage* (formerly TEC) *Diversity News* and the *Marketing Journal*. Dr. Miller was also featured in *The Seattle Times*.

Dr. Miller gives keynote speeches to organizations and associations nationally. She regularly speaks to MBA and Executive MBA students as part of the *Distinguished Speaker Series*. She is also a *Vistage* (formerly TEC) speaker. Dr. Miller was awarded the *Helen Thayer, Woman of the Year Award* in 2002.

She earned her doctorate in Educational Leadership at Seattle University and holds adjunct professorships at Seattle University, Seattle Pacific University, and Western Washington University. She is also a visiting professor at the University of Washington. Dr. Miller is a strong advocate for giving back to the community. She serves on the board of governors of the University of Southern California and is a board member for her local YMCA. She is an advisor for Junior League of Seattle, as well as Women Business Owners, and is a volunteer board trainer for the United Way.

Her clients range from banks and accounting firms to insurance, engineering and software companies. She and her team work with executives who want to hone their writing skills and professionals who want to advance their careers. Her clients include Microsoft, PACCAR, Analysis Group, Washington Mutual Bank, Umpqua Bank, City of Seattle, Moss Adams, Puget Sound Energy, U.S. Bank, Laird Norton, and Snohomish County Public Utilities District.

Date: April 11, 2007

Time: 11:45 a.m.—1:30 p.m.

Place: Silverdale Beach Hotel

Price: \$20.00 Member*

\$30.00 Non-Members*

RSVP: wshrma@artanderson.com

360-479-5600 x2265

RSVP by April 6, 2007

**Silverdale Beach Hotel
3073 NW Bucklin Hill Road
Silverdale, WA 98383**

*Add \$10 with no reservation. Cancellations must be received at least 2 days prior to receive refund.



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Job Bank

Please check out our website at www.wshrma.org for current job openings. If you would like to advertise an open HR position in the WSHRMA job bank, please contact Mandy Clute at 360-478-2608 or e-mail to mclute@kpshealthplans.com

The West Sound Human Resource Management Association presents:

Conducting Lawful Investigations

This workshop provides the skills and experiences to conduct effective internal investigations that produce Objective results and withstand scrutiny in litigation.



May 9, 2007
8:00—4:00 p.m.
Clearwater Resort
15347 Suquamish Way NE
Suquamish, 98392

\$117 for Members
\$137 for Non-Members

For registration information visit www.wshrma.org or call Sharon Tucker at 360-662-2125. Send payment to:
Art Anderson, Attn: Deanne Hull
202 Pacific Ave, Bremerton, 98337

Special thanks to these sponsors:



Diversity Corner

A Different Approach

On a multitude of different levels we are the lucky ones. We as Human Resource professionals may be responsible for the Diversity training in our organizations. Instead of our typical training identifying the visual, here is a different spin on our diversity training: "Learn to work effectively with people who think differently than we do." That means we exam their values, our organizational values, and our own values. The objective is for all to meet on a common ground based on our organizational values, how we get there is what makes each unique.

By respecting people who are different than us and being willing to understand how those from other backgrounds see the world, new concepts open up. There is nothing wrong with us taking separate roads as long as we end at the same designated point.

Should you like to examine this approach further — look up personality profiling, ranging from "Uniquely You", Mels Caronell, Ph.D. to www.shrm.org website for additional articles.

WSHRMA Luncheon Calendar

June 13, 2007—Silverdale Beach Hotel

Errors and Liability in Misclassifying Employees as Exempt

Laurence A. Shapero, Principal at Riddell Williams P.S. law firm in Seattle

This presentation covers "the critical errors employers are commonly making in misclassifying certain categories of employees as exempt from overtime pay requirements under federal and state laws. The liability potential is enormous for the kinds of mistakes that even the most sophisticated employers are committing when classifying certain employees as exempt. This presentation will allow you to get a reality check to determine if your company is committing some of these errors, which are often the most difficult to defend in a court of law."

Larry is an attorney in the firm's Labor and Employment and Executive Compensation and Employee Benefits practice groups.

Larry's practice includes both litigation and counseling, in such matters as employment discrimination, workplace harassment, ADA and FMLA compliance, federal and state wage/hour law compliance, unfair competition, defeating union organizing campaigns and other workplace issues. He also assists employers with plan design and Internal Revenue Code and ERISA compliance for tax-qualified retirement plans, health and welfare plans and executive compensation arrangements. Larry has served as employment and/or benefits counsel for local manufacturing companies, software design firms, regional bottling and beverage distribution companies, insurance companies, airlines, biomedical research firms, not-for-profit hospitals, healthcare providers and other employers of all sizes. Representative clients include Microsoft Corporation, Idaho Power Company, Scripps Health, Raleigh America, Zones, Inc., Diadora America and T-Mobile USA.

Before joining Riddell Williams in 2001, Larry was an associate in the Chicago office of Katten Muchin Zavis, where he practiced in the area of employee benefits and executive compensation.

In addition to his experience as an attorney, Larry has almost ten years of experience as a human resources manager and generalist, and also has served in a variety of line and staff management positions at Six Flags, Inc., where he managed safety and litigation matters for the company's Southern California facility, and at United Airlines, where he was the airline's general manager in Vancouver, B.C. before working in several assignments at United's World Headquarters near Chicago, Illinois.

Larry has a B.A. in Psychology, *summa cum laude*, and an M.B.A from California State University, Northridge. He received his J.D., with honors, Order of the Coif, from the DePaul University College of Law in Chicago, Illinois, where he was a Dean's Scholar and a Notes and Articles Editor for the *DePaul Law Review*.

Legislative Update

April 2007

Courtesy of Jennifer Lambert, SPHR
Legislative Co-Director
Washington State Council, SHRM

We're now halfway through the 2007 Legislative Session in Washington State and it's been a very busy 8 weeks. This week was particularly active because it signaled the first cut off for bills to leave their policy committees. Policy committees are designated as any committee whose main agenda is not to discuss the financial aspect of putting a bill in motion. Fiscal committees, those that discuss the cost of a bill, have until March 5 to hear and move proposed legislation. Before cut-off there were approximately 3600 being considered. After cut-off this field will be a narrowed down considerably and it is unlikely that bills which do not get voted out of committee will receive further consideration.

Bill tracking reports are now being posted on the State Council website (<http://wastatecouncil.shrm.org>). To find the bill tracking reports, go the Legislative Affairs page and scroll down to Bill Tracking Reports.

Jennifer has attached an article that ran in The Columbian (Vancouver, WA) earlier this week. She feels that the article articulates the concerns of the employer community. The views expressed do not necessarily reflect those of WSHRMA or individual board members.

To learn more about the substitute House Bill (HB 1658) go to [http://www.leg.wa.gov/pub/billinfo/2007-08/Pdf/Bills/House Bills/1658-s.pdf](http://www.leg.wa.gov/pub/billinfo/2007-08/Pdf/Bills/House%20Bills/1658-s.pdf).

Washington View: Family leave bill would create labor pains

Tuesday, February 27, 2007

DON BRUNELL for The Columbian

State lawmakers are considering yet another mandate for Washington employers. This time, it's paid family leave.

Now, everyone agrees that there are times when employees need time off to take care of personal obligations -- a new baby, an illness in the family, or the loss of a loved one. The question is whether a "one size fits all" state mandate is the way to go.

Under House Bill 1685, employees would pay a two-cent-per-hour payroll tax to underwrite a state-run insurance benefit that would pay \$250 a week for up to five weeks of family leave. Employees would pay the tax even if they have a more generous leave program or never use the benefit.

Washington employers already comply with the federal Family and Medical Leave Act, the state Family Leave Act, the state Family Care Act, and the state maternity disability regulation. HB 1685 is different, in that it would apply to even the smallest employers, with one or two workers.

So, what's wrong with HB 1685?

First, it adds to the morass of laws employers already deal with regarding employee leave. Secondly, it's inflexible, a "one-size-fits-all" cookie cutter approach that would apply equally to The Boeing Company and the corner flower shop. Third, only California has passed such a far-reaching mandate, so its ultimate fallout is unknown.

Let employers be flexible.

Continued on page 5

Legislative Update Continued

So, if HB 1685 isn't the solution, what is? I'll answer that question with a story.

At AWB, we have flexible leave policies that allow the employer and employees to work out creative solutions to specific situations. Ten years ago, we switched from sick leave to personal leave. Each employee accrues up to six days of personal leave at full salary each year that can be banked if not used. In addition, employees can donate unused leave or vacation to another employee, and the president can authorize unpaid leave, if necessary.

How does this policy work in real-life situations?

Several years ago, a longtime AWB staffer was diagnosed with the early stages of throat cancer and required major surgery and treatment at the University of Washington. He was off work for five months; then returned to a reduced and flexible work schedule. Through accumulated personal leave and vacation, he was covered at full salary until the last few weeks when fellow employees and managers donated their unused vacation to cover his remaining absence.

In the end, this staffer didn't lose a day's pay. His coverage was much more than five weeks, and the pay was much more than \$250 per week.

My point is that enlightened employers care. They provide good benefits, including flexible leave policies to help attract and retain loyal and dedicated employees. It's the same, whether the employer employs thousands or a handful of people.

Nevertheless, state lawmakers are considering another mandate that adds another layer of regulation for employers to deal with; and if I'm a worker, I'd want my tax money to go into my leave account, not someone else's.

We have a better idea. Rather than impose a "one-size-fits-all" mandate, wouldn't it be better for the state to publicize the various flexible leave programs that are already working in all types and sizes of companies across the state and provide incentives for employees to adopt them?

Do we really need another mandated tax and entitlement program?

Don Brunell is president of the Association of Washington Business, Washington state's chamber of commerce. Visit www.awb.org

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