



AFFILIATE OF



## Dates and Events To Remember



**Nov. 9<sup>th</sup>**  
**TAHRA Luncheon**  
**Easy Salary**  
**Administration**  
**12:00 noon – 2:00 pm**

**Dec. 9<sup>th</sup>**  
**Wage Administration**  
**Made Easy**  
**8:00 am – Noon**  
**M-TEC**

**Dec. 12<sup>th</sup>**  
**TAHRA Member**  
**Roundtable**  
**3:00 pm**

## The President's Corner

TAHRA's 2004-05 season is well underway. The State conference has come and gone and our first two luncheon seminars have been effectively presented. I'd like to thank Lori Kerlin for her successful efforts in bringing the e-Mentoring program to TAHRA through United Way. Our first group of TAHRA members begins this week to receive emails from their assigned students. This is just one more way in which we can make a difference in the life of another through the application of our professional expertise.

By appointment and board approval, the two open seats on the TAHRA Board have been filled. Stacy Brothers has accepted the Student Chapter Chair and Brenda Ransom has accepted the SHRM Foundation Chair. We had a number of members that expressed an interest in becoming a board member. This is wonderful news because succession planning for board positions is critical in ensuring the future of TAHRA. We thank all those that established an interest in serving as a board member.

As we move into the winter months, it is time to make plans for our commitment to the "Under My Skin" program. Marilyn Brown as Diversity Chair has a fantastic group of human resource professionals serving on her committee. Other organizations are represented on this committee as well. TAHRA's commitment is the sponsorship of \$2,500, which we already have set aside for payment. Yet bringing a program of this magnitude to our community takes more than just financial support. For any of you that would like to get more involved in this project, contact Marilyn Brown at 922-4598. There will be plenty of work to get done the two days of the program as well, so if you'd like to volunteer some of your time to work January 16-17<sup>th</sup>, that would be appreciated.

November and December look to be great months for programming. The focus is wage administration starting with our luncheon program in November and then a workshop to follow in December. We have partnered with the Grand Rapids Employer's Association for this education in an effort to defray the costs. For two years members have requested an educational program on wage administration. This is a very large subject matter to try and cover in a one-hour luncheon program! So our two VP's of Professional Development and Programming, Kate Greene and Jennifer Hull, went to work over the summer planning to achieve goals and objectives by having one luncheon program as an overview and the follow-up workshop for more detailed learning. It all will prove to be a great opportunity for everyone. We welcome guests, as you may find it beneficial to include other employees from your department in this education program.

The December program is for members only. It will include a brief business meeting and a summary review of seminars presented at the State Conference. Just as important to the learning we gain from these reviews is the time we have together to grow our professional alliances. We all have areas of expertise from which others in our membership can gain. Like all other seminars, December isn't any different. Only the December program has time set aside for socializing as well. Yes, some time to relax, imagine that!

Carpe Diem!  
Patti Williams

## Legislative Report

By: Nancy McKeague, SPHR - State Legislative Director, Michigan Council of SHRM

### Michigan Legislative Status Report Reported to TAHRA 10-5-04:

**House Bill 4987:** Mail Order Prescriptions; restrictions on use by employers and elimination of reduced co-payment incentives

- Remains in the House Insurance Committee.

**House Bill 4160:** prospective prohibition on establishment of local minimum wage requirements ("living wage")

- Passed the House and Senate. Vetoed by Governor Granholm

**House 4894:** mandates coverage of infertility treatment in employer-sponsored health coverage plans

- Remains in House Insurance Committee

**House Bill 4361:** mandates direct reimbursement for nurse mid-wives

- Remains in House Insurance Committee

**Senate Bill 4:** mandates mental health "parity" at the state level; exceeds federal requirements

- Before Senate Health Policy Committee; substitute bill approved, in position for passage

**Senate Bill 320:** youth employment standards; allows up to 22 hours per week; eliminates tracking of combined school & work hours.

- Passed the House and Senate, vetoed by Governor Granholm

**Senate Bill 851:** Payment of wages; would allow employers to require direct deposit of wages

•Passed the Senate. Before House Commerce Committee; substitute version proposed by the Governor's office; in position for passage.

**House Bill 6171 and Senate Bill 795:** Identity theft; protect employees against. Employers may not 1) visibly print the social security number on any ID card or badge 2) require an individual to use or transmit a SSN over an internet website or computer system or network unless a password or other unique ID was first required to gain access 3) mail documents contain a SSN that is visible to people other than the recipient, and 4) requires creation of a privacy policy to protect the SSN in employment-related documents.

- Passed the House and the Senate. Transmitted to the Governor for signature.

Michigan has scheduled a lame duck session to run until mid-December. It is expected that Congress will also conduct a short lame duck session.

### Take your career to the next level!

The **Society for Human Resource Management (SHRM)** presents four exceptional professional development opportunities in 2005. These events are important to HR professionals who share an interest in human resource management and are committed to their future development. SHRM conferences provide stimulating concurrent sessions on important HR issues and inspiring speeches from some of the world's most dynamic speakers. Each conference is designed to meet your unique professional development needs.

1. 22<sup>nd</sup> Annual Employment Law and Legislative Conference  
March 14-16, 2005 – Washington D.C.
2. 36<sup>th</sup> Annual Conference & Exposition of the Employment Management Association  
April 20-22, 2005 – Dallas, Texas
3. 28<sup>th</sup> Annual Conference & Exposition of the SHRM Global Forum  
April 11 – 13, 2005 – Chicago, IL
4. 57<sup>th</sup> Annual SHRM Conference & Exposition  
June 19-22, 2005 – San Diego, CA

For more information, contact SHRM's Customer Service Center from 8:30 am – 8:00 pm EST at 1-800-283-SHRM option #3, or e-mail: [shrm@shrm.org](mailto:shrm@shrm.org).

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"We can contain health insurance costs if you're willing to let your coworkers diagnose you with information they find on the Internet."

## **SURVEY SAYS...WAGE ADMINISTRATION IS ON ALL OF OUR MINDS!!!**

By: Jennifer Hull, Programming Co-Chair

As the beginning of the year approaches, one of the major items that is on any HR professional's mind is wage administration. The TAHRA needs assessment indicated that many of you are looking for information on how to set up a wage administration program or fine-tune your current program.

We are pleased to announce that David Smith, President of the Grand Rapids Employer's Association, will be at our November 9<sup>th</sup> TAHRA meeting to discuss easy wage administration. David has many years of experience not only training in this field but also consulting directly with companies in setting up viable programs.

For those of you who do not know, The Employer's Association (TEA) is an Association founded by and for employers to assist its members in the important task of managing human resources. It was incorporated in 1939 on a not-for-profit basis and is primarily financed through membership dues. The TEA is a high quality, cost-effective management resource. The TEA has worked with over 100 organizations to develop administration systems over the past ten years within manufacturing, non-profit, educational and professional/service sectors.

In addition to our November meeting, David will return in December to "go deeper" in a half-day seminar on December 9<sup>th</sup> (see flyer). In this seminar David will explore the development of a wage program in depth including analyzing jobs by their essential functions, comparing jobs both internally and externally to determine relative worth, and looking at traditional pay vs. variable pay.

Look for the monthly e-mail notification to sign up for the November meeting.

## **Pillsbury House Theatre is coming to Traverse City!**

Thanks to a lot of hard working people, the Breaking Ice diversity presentation is really going to happen on Martin Luther King Day (January 17, 2005). We especially appreciate NMC's donation of the Hagerty Center in the new Great Lakes Campus on Front Street.

The one hour performances will be at 9:00 a.m., 3:00 p.m., and 7:00 p.m. We expect a great turnout for the two daytime sessions, so we will be issuing tickets. Please provide the number of tickets you will need for each session by e-mail to [cbradway@co.grand-traverse.mi.us](mailto:cbradway@co.grand-traverse.mi.us), or calling 922-4788. We will contact you to refine the headcount two weeks prior to the event – we don't want to leave empty seats that could be filled by others.

There is no charge for attendance. However, some funding is still needed, so if your employer (or any other organization) is willing and able to contribute to this cause, your help in securing a donation would be greatly appreciated. No amount is too small!

We have some "manpower" and "donation" needs as well. If you are able to help in any of these areas, please contact Marilyn Brown at [mbrown@co.grand-traverse.m.us](mailto:mbrown@co.grand-traverse.m.us) or 922-4598:

- We need a mini van or two cars for the troupe to use from Saturday through Tuesday. Not sure of the times yet, and it would require coordination at the airport.
- Ushers at each of the 3 presentations.
- Ticket takers at the two daytime presentations.

Get your reservations in soon as we will start marketing to other employers and the public soon. This is going to be a fun and thought provoking performance!

## School to Work

How exciting, the e-Mentor program is underway and we have 9 volunteers. Thanks go out to Bill Hendry, Carol Kasper, Amy Lein, Karen Oncu, Christy Rosinski, Karen Schultz, Michelle Socha, and Patti Williams. Trish Fiebing, YouthFriends coordinator, joined us on October 12<sup>th</sup> and conducted an orientation and overview of how the program will work. Weekly e-mail exchange with the students will help improve their communication and letter writing skills, and give them valuable information about the workplace and careers. We look forward to working with the students and know the program will be a success. If you or someone you know is interested in becoming an e-Mentor volunteer, please contact Lori Kerlin at 946-7272 or [lorikerlin@spherion.com](mailto:lorikerlin@spherion.com).

Lori L. Kerlin  
School to Work Advocate

To find a volume of survey reports from multiple organizations, associations and agencies, just take a look at the lead from SHRM. On their web page go to HR Resources – Economic Indicators.



















### U.S. Department of Labor Bureau of Labor Statistics



*U.S. Economy at a Glance*

[Text Version](#)

Data Series	Back Data	Apr 2004	May 2004	June 2004	July 2004	Aug 2004	Sept 2004
<a href="#">Unemployment Rate</a> <sup>(1)</sup>	 	5.6	5.6	5.6	5.5	5.4	5.4
<a href="#">Change in Payroll Employment</a> <sup>(2)</sup>	 	324	208	96	85	128 <sup>(P)</sup>	96 <sup>(P)</sup>
<a href="#">Average Hourly Earnings</a> <sup>(3)</sup>	 	15.59	15.63	15.66	15.71	15.75 <sup>(P)</sup>	15.78 <sup>(P)</sup>
<a href="#">Consumer Price Index</a> <sup>(4)</sup>	 	0.2	0.6	0.3	-0.1	0.1	0.2
<a href="#">Producer Price Index</a> <sup>(5)</sup>	 	0.7	0.6	-0.1 <sup>(P)</sup>	0.1 <sup>(P)</sup>	-0.1 <sup>(P)</sup>	0.1 <sup>(P)</sup>
<a href="#">U.S. Import Price Index</a> <sup>(6)</sup>	 	0.2	1.5	-0.2	0.4	1.4	0.2
<a href="#">Employment Cost Index</a> <sup>(7)</sup>	 		0.9				
<a href="#">Productivity</a> <sup>(8)</sup>	 		2.5				

U.S. Bureau of Labor Statistics  
Postal Square Building  
2 Massachusetts Ave., NE  
Washington, DC 20212-0001

Phone: (202) 691-5200

Fax-on-demand: (202) 691-6325

Data questions: [blsdata\\_staff@bls.gov](mailto:blsdata_staff@bls.gov)

Technical (web) questions: [webmaster@bls.gov](mailto:webmaster@bls.gov)

Other comments: [feedback@bls.gov](mailto:feedback@bls.gov)



## TAHRA RECRUITMENT AND MEMBERSHIP DRIVE 2004-2005

For the 2004-05 year, TAHRA is actively recruiting new members for the organization through a Recruitment and Membership Drive by sponsoring qualified recruits at our monthly meetings. This Drive ties in with the **definition of recruitment:**

- To seek out and engage for work or service
- To strengthen or raise by enlistment
- To renew or restore

Increased membership would strengthen TAHRA and fall under all three of these definitions by achieving the following **objectives:**

- To advance the Human Resource profession through increased membership of qualified HR professionals, and
- To increase the professionalism and diversity of TAHRA by adding new SHRM members to our local Chapter.

TAHRA members can identify TAHRA recruits from various sources. These include previous members, SHRM members not currently in a local chapter, Chamber of Commerce members, and most importantly, other HR professionals from Traverse City area businesses.

### Guest Criteria:

- Candidate must perform Human Resource functions for their organizations.
- Vendors do not qualify for consideration.
- Guests can be sponsored on only one occasion during the 2004-05 year.
- SHRM members will be given top priority.

### Procedure:

- TAHRA members initiate guest sponsorships by identifying candidates qualified for membership in the Chapter.
- Members contact Karyn Oncu, VP of Membership, with information on the candidates and outline their specific qualifications as potential recruits.
- Karyn contacts candidate and prequalifies them for membership.
- Karyn will extend invitations to qualified recruits to attend a TAHRA meeting as the guest of the TAHRA member who initiated the sponsorship.
- Karyn will follow up with the invited guests to give more information on TAHRA and our membership process.

TAHRA always welcomes guests to attend our monthly meetings, and we understand that some guests may be interested in attending a single TAHRA meeting because of that month's topic or presentation. However, this program is designed specifically as a recruitment tool to reach out to those guests who have an interest in joining TAHRA to participate as a regular member of our organization.

Our VP of Membership has set a goal for this year to add 14 new members, including at least 8 national SHRM members, but Karyn needs the help of our membership to achieve this goal! A certificate of appreciation will be awarded to members recruiting a guest during this Drive who becomes a member during the year. At our June meeting, a gift certificate in the amount of \$50.00 from the SHRM Bookstore will be awarded to the top recruiter.

Join the Drive and help our guests join the Chapter!

## TAHRA

### TAHRA 2004-2005 Leadership Board

President	Patti Williams, PHR
Vice President	Karen Schultz, SPHR
Treasurer	Marsha Wheaton
Secretary	Carol Kasper
Programming V.P.	Jennifer Hull, SPHR
	Kate Greene, SPHR
Membership V.P.	Karyn Oncu, PHR
Certification Representative	Bill Hendry, SPHR
Legislative Representative	Chris Davis
School-to-Work Advocate	Lori Kerlin
Diversity Advocate	Marilyn Brown
Marketing and PR Chair	Laura Mitchell
SHRM Foundation Director	Brenda Ranson
Student Chapter Liaison	Stacey Brothers

## November 9, 2004 TAHRA Program

### “Easy Salary Administration”

Learn tools and simple salary administration techniques to implement an effective wage administration program

Waterfront Inn Conference Center

11:45 – 12:00 Registration

12:00 – 12:30 Lunch

12:30 – 2:00 Program

RSVP to Kate Greene by Wednesday, 11/3/04  
[kate@h-r-partners.com](mailto:kate@h-r-partners.com) or 231-932-9175.

Guests welcome with a \$30 fee

## Newsletter Articles

The TAHRA Newsletter is a bi-monthly publication. Members interested in submitting articles for the newsletter or for press releases should contact Laura Mitchell at [lamitchell@waynewire.com](mailto:lamitchell@waynewire.com). Deadlines for submission are the 8th day of the month. TAHRA encourages its members to submit articles, information, or successes they've had that they feel others may find interesting. TAHRA reserves the right to alter submissions for space purposes. If you would like to be removed from the newsletter mailing list, please email a reply letting us know.



**WE'RE ON THE WEB!**

[www.tahratac.org](http://www.tahratac.org)

## December 14, 2004 TAHRA Program

### “TAHRA Member Roundtable”

**SHRM State Convention. Members only.**

**Join us to share information and ideas from the State Conference in Dearborn**

Waterfront Inn Conference Center

3:00 pm - Program

RSVP to Kate Greene by Wednesday, 12/8/04  
[kate@h-r-partners.com](mailto:kate@h-r-partners.com) or 231-932-9175.

The secret of success is to start from scratch and keep on scratching.