

TN SHRM State Council Meeting

Wednesday, September 26, 2007

Chattanooga Convention Center, Chattanooga, TN

Attendees: Tracy Anthony, Angie Bearden, Jim Bowles, Claudette Bujold-Poirier, Kellie Conn, Bill Cooper, Scott French, Lisa-Marie Gardner, Valerie Gifford, Curt Hall, Rebecca Harmon, Tammie Herron, Michael Hudson, Becky Jones, Stephen King, Rhonda Lee, Carlton Little, Bob McKown, Cydney Miller, Tracye Mayolo, Theresa Myers, Roma Powis, Sheryl Ransom, Don Ray, Treva Richardson, Karen Ritchie, Jill Senff, Gary Steele, Privott Stroman, Jeff Thomas, Tom Timmerman, Gail Wesline, and Mike Willard.

Meeting called to order at 3:05 p.m. by Mike Willard and introductions were made of all in attendance. Discussion followed regarding alternate scheduling for the State Council meetings held in conjunction with the State Conference.

Peter Burke with the Best Companies Group/Best Employers in Tennessee provided an overview of the program and announced the application deadline of November 9, 2007. Mike encouraged those in attendance to consider applying, stating the recognition is a great marketing tool and can improve employee morale.

Treasurer's Report:

Bill Cooper reported dues have been collected from all but two chapters and he is expecting payment from those outstanding. He reported the chapter is currently operating in the negative for the year due to travel expenses to SHRM's Leadership Conference in Washington, D.C. Mike Willard commented he would like to see the chapter increase revenues by selling advertising space on the website and made a motion pursue advertising to balance the budget. Stephen King seconded the motion, which carried.

Secretary's Report:

Mike Willard presented the minutes from the May 11, 2007 meeting. Becky Jones made a motion to approve the minutes. Bill Cooper seconded the motion, which carried.

Chair Reports:

2007 State Conference Update:

Gary Steele provided an update on the 2007 State Conference, reporting attendance of 555 and 100+ vendors. Mike expressed his appreciation to the Chattanooga Chapter on the great turnout, commenting this may be the largest attendance for a TN State conference thus far. He also stated his appreciation to the Chapter Presidents for sharing information and encouraging attendance at the conference with their chapters.

2008 State Conference Update:

Scott French provided an update on the 2008 State Conference, reporting the contract has been signed with the Peabody Hotel and shared the theme of "HR – Taking Care of Business" with conference dates of October 1 - 3, 2008.

THRC Update/JHW Award Status:

Carlton Little reported that two scholarships would be awarded at the conference along with a James House Williamson recipient. Carlton presented the financial report for THRC, Inc. stating she had hoped to suggest an increase in the scholarship amounts, but with the decline in rates she prefers to wait. Mike encouraged each chapter to nominate at least one person for the JHW award in 2008.

Communication:

Becky Jones shared web statistics (see below) and requested digital photos from the conference to include on the website.

WEB PRESENCE

Maintained a Web site. Web address: www.shrmtn.org
(Web site toolkit available at www.shrm.org/chapters/resources/webhelp.asp).
(SHRM can develop and host your site.)

- Created/maintained a state council Web site.
- Provided a link to the SHRM Web site.
- Provided a link to the HRCI Web site.
- Provided a link to the SHRM Foundation Web site.
- Created/maintained a state council Web site linked to chapters in the state.
- Listed council leaders and contact information on Web site.
- Listed council meeting dates and locations on Web site.
- Provided state conference information on state or chapter Web site (if applicable).

NOTES:

www.shrmtn.org hosting will need to be renewed by April 9, 2008.

Web stats for January to August 2007
Top 5 visited pages

Home page	3,719
Contact page	1,617
Time to meet page	1,395
Chapters	1,387
News	1,091

Top 5 ways people got to www.shrmtn.org

DIRECT	5,984
GOOGLE	717
MTSHRM	177
CHATTANOOGA	146
SHRM	101

Web stats for One Month –January 2007 to August 2007

Report: Summary - shrmtn.org

Date Range: 01/01/2007 - 08/31/2007

Total Sessions	7,638.00
Total Pageviews	12,601.00
Average Sessions Per Day	31.43
Average Pageviews Per Day	51.86
Average Pageviews Per Session	1.65
Average Hits Per Session	6.57

Web stats for One Month - August 2007

Report: Summary - shrmtn.org
Date Range: Month of August 2007

Total Sessions	1,089.00
Total Pageviews	1,794.00
Average Sessions Per Day	35.13
Average Pageviews Per Day	57.87
Average Pageviews Per Session	1.65
Average Hits Per Session	8.88

Professional Development:

Theresa Myers provided an update on activities for Professional Development:

Conducted a state/regional conference.

Conducted a statewide webcast or program on key state employment issues or other HR knowledge areas.

Sponsored an Award of Excellence for an HR professional.

One or more chapters submitted application for the 2007 Pinnacle Award.

One or more chapters received the 2007 Pinnacle Award.

Promoted statewide employment resources/referrals. Please specify:

The individual chapters list employment opportunities on their home websites.

District Director Reports:

West TN Update:

Don Ray reported the Jackson Chapter affiliation was finalized and that he had attended one of their meetings to present the benefits of SHRM National membership and how the State Council supports the chapters. He thanked Claudette for all of her efforts towards the affiliation and encouraged them to focus on succession planning and encouraged attendance at the upcoming leadership conference.

Middle TN Update:

Stephen King shared information on the “Golf Scramble” fundraiser that resulted in revenues just under \$29,300 for member scholarship money and encouraged everyone to read the article on the event in the 2nd quarter Leaders Edge publication (<http://www.shrm.org/chapters/resources/072ndQtrFnl.pdf>). Stephen also expressed his appreciation to Lisa Gardner for her assistance in reconciling the membership numbers.

East TN Update:

Sheryl Ransom shared information on chapter meeting visits, remaining goals for 2007 and goals for 2008:

<u>Chapter Visit</u>	<u>Date</u>	<u>Topic Presented</u>
Chattanooga Chapter	April 10, 2007	Employee Motivation and Benefits of SHRM Membership
Northeast Chapter	April 26, 2007	Employee Motivation and Benefits of SHRM Membership
TVHRA Chapter	October 9, 2007	Benefits of SHRM Membership
Upper Cumberland Chapter	November 16, 2007	Benefits of SHRM Membership

Goals for the Remainder of 2007:

- Complete Chapter visits as listed above
- Attend Leadership Conference in November
- Reach out to incoming Chapter Presidents
- Assist with completion of CAPs

Goals for 2008:

- Visit Chapters at least once during the year. Set-up visits early in the year
- Provide information of interest at the meetings I attend
- Be available to assist chapters as needed
- Focus on retention/increasing membership
- Make contact with the Crossville HR group to assist in forming a local chapter

Core Leadership Area Reports:

Workforce Readiness:

Tracy Anthony provided an update of accomplishments for the year:

WORKFORCE READINESS CORE LEADERSHIP AREA

- Included a workforce readiness director on the 2007 council.
- Council representative(s) participated in workforce readiness conference calls.
- Adopted and implemented 2007 SHRM workforce readiness goals (found in VLRC).
- Visited with a key local or state public policy official (i.e. state department of labor, state department of

education, local one stop center) to discuss workforce readiness issues and programs in the state or community. August 8, 2007, meet with Paul Hayes, Executive Director of the Nashville Career Advancement Center. Meet with Nancy Eisenbrandt, Executive Vice President Workforce Planning, Nashville Chamber of Commerce 9-19-07 and spoke of MTSHRM initiative to have members involved in local workforce activities.

X Educated council members on monies available in the state for various workforce readiness initiatives. I will send email to all chapter WF representatives/Presidents before September 30, 2007

X Promoted or participated in national or statewide workforce readiness initiative such as Job Shadow Day, workforce readiness certification (e.g., WorkKeys), or Jobs for America's Graduates. Give name of program: [Will Promote Disability Mentoring Day, Oct 18th, 2007; Job Shadow Day - Plan to send email to encourage WF representatives/Presidents to plan for the event in 2008](#)

X Sponsored or participated in community workforce readiness activities (e.g., mock interviews, speakers for schools, career counseling, etc.). MTSHRM Workforce Planning/Community Relations committee hosted an event "**HR Gives Back**", July 10, 2007 that benefited SafeHaven Family Shelter. Members presented topic to SafeHaven residents on Quick Tips for Job Hunting; Quick Tips Dressing for an interview; Tennessee GED Programs; Families First Act; Tennessee State Plan- Adult Education; Better Tomorrows Adult Learning Centers; How to Complete a Job Application; Developing your Job Application/Resume; Practice on Job Application; Job Search Websites; Filling out an Application on-line; Your 90-Second Introduction; Interviewing Questions; Interviewing Practice.

 Council member served on a state or local workforce development committee or board.

X Council representative(s) participated in volunteer leader workforce readiness web cast or viewed archived web cast (www.

shrm.org/chapters/resources/webcastarchive.asp).

BONUS: List below any other council achievements in the area of Workforce Readiness Leadership:

1) MTSHRM Workforce Planning/Workforce Readiness committee is planning "Life in a Box" initiative. Essentially what we are all seeing is a general lack of preparedness in High School students to enter work and/or college due to lack of basic skills like finances, interviewing/resume writing, "reality" stuff. We'd like to gather these materials (for free) from MT SHRM, local banks, insurance companies, etc. and create a facilitator guide to accompany them and provide them for free to High School Guidance Counselors, club leaders, etc. when requested. We'd also like to set up some of the supporting materials on the MT SHRM site so that the kids can go to our site to access these materials on-line (appealing to the computer generation) after they attend a session (or more). Goal to be completed by Dec 2007.

Membership:

Tracye Mayolo announced the addition of the "SHRM Shack" to this year's vendors and encouraged everyone to visit. She reminded everyone of the membership mixer scheduled for 5:00 – 6:00 p.m. to educate and encourage membership in both local chapters and SHRM National, and stated that she hopes to have a sponsor for next year's mixer. She invited chapter membership officers and/or chapter Presidents to the Membership Breakfast on Friday morning from 7:30 – 8:30 a.m. Mike Willard commented that more money had been spent on these events than budgeted due to the focus on promoting membership this year.

SHRM Foundation:

Gail Wesline presented achievements for the year and reported that all but 3 chapters and 8 members have made foundation donations this year and encouraged the chapters to use the Foundation DVDs at their meetings. She provided two handouts - one explaining the mission/purpose of the Foundation and the second providing information on the grant proposal submission process.

SHRM FOUNDATION CORE LEADERSHIP AREA

Contributed to the SHRM Foundation. State 2007 contribution amount \$825 (10% increase over 2006)

Included SHRM Foundation director on the 2007 State Council

Promoted SHRM Foundation contribution activities at state conferences, state council meetings and to chapters

Educated members on the work of the SHRM Foundation

Note: If you checked all four items above, your council is qualified to be a State Council Champion. To participate in the program, complete the form at www.shrm.org/foundation/chapchampweb.asp.

Council representative(s) participated in SHRM Foundation conference calls

Adopted and implemented 2007 SHRM Foundation goals (found in VLRC)

Promoted Chapter Champion program at state council meetings

Promoted use of the SHRM Foundation's DVDs to chapters for their programs (available at www.shrm.org/foundation/prodcuts.asp#dvd)

Promoted 2007 SHRM Foundation Regional Scholarship Program. Sample flyer available at www.shrm.org/foundation/volunteertoolkit.asp.

At least 50 percent of the chapters in the state made a contribution to the SHRM Foundation in 2007

Increased the number of SHRM Foundation individual donors on the council (donor report available from your Regional Team or the Foundation)

Council representative(s) participated in volunteer leader SHRM Foundation web cast or viewed archived web cast (www.shrm.org/chapters/resources/webcastarchive.asp)

Utilized the SHRM Foundation Toolkit at www.shrm.org/foundation/volunteertoolkit.asp

BONUS: List below any other council achievements in the area of SHRM Foundation Leadership:

- 1) Provided iPod for silent auction to benefit Foundation at SHRM National Conference

Certification:

Mike Hudson emphasized the need to educate members about the recertification process, stating there are approximately 1,663 certified HR Professionals in the SE Region. He encouraged the chapters to emphasize recertification at every chapter meeting and to pre-certify monthly meetings. Mike reported that the auditing process for recertification is increasing and suggested keeping all documentation showing HRCI approval in the event of an audit.

HRCI CERTIFICATION CORE LEADERSHIP AREA

Included an HRCI certification director on the 2007 council

Council representative(s) participated in the HRCI certification conference calls

- Adopted and implemented 2007 HRCI certification goals (found in VLRC)
- Promoted the benefits and value of HRCI certification (PHR, SPHR, GPHR)
- Educated members on the recertification process, including using the online recertification system
- At least 50 percent of the state council members are PHR, SPHR, or GPHR certified
- Number of certified professionals in the state increased during 2007
- Awarded an academic or certification award for member(s) in the state
- Obtained recertification approval for state conference or other council event(s). Form available at www.hrci.org/CEPreapprovals/OV/
- Council representative(s) participated in volunteer leader HRCI certification web cast or viewed archived web cast (www.shrm.org/chapters/resources/webcastarchive.asp)
- Utilized the Certification Toolkit at www/hrci.org/Volunteers/OPPS/

Governmental Affairs:

Tim McConnell reported that the Tennessee Non-Smokers Protection Act becomes effective October 1, 2007. He stated he would like to see more activity in the legislative process by the State Council. He provided an update on activities for the year:

GOVERNMENTAL AFFAIRS CORE LEADERSHIP AREA:

- Included a governmental affairs director on the 2007 state council.
- Adopted and implemented SHRM 2007 governmental affairs goals (found in VLRC).
- Created a “Day Inside the District” program, where members of your council met with their state or federal public policy makers within the district. This includes hosting a state or federal public policy maker to speak to your council meeting. (Presentation at May 11, 2007 State Council Meeting by Jim Tracy, TN State Senator, R-District 18, Shelbyville, TN, “Pending Legislation In TN Affecting HR”).
- Created a “Day Inside the Beltway” program, where council members met with their federally elected officials in Washington, D.C.
- Supported SHRM federal and state public policy initiatives by keeping council members informed of alters. (Presented Legal Updates at each State Council meeting).
- Conducted at least one program at the state conference around a federal or state workplace policy issue that impacts the HR profession or a program on how members can impact the public policy process. (Presented Legal Seminar at State Conference)
- Demonstrated active involvement in legislative initiatives (e.g., established communication network for HRVoice support; promoted legislative activism at state conference with letter writing activities).

Please list:
Information Sharing:

_____ A minimum of five council members participated in the HRVoice letter writing process (www.shrm.org/government/hrvoice/).

Council representative(s) participated in governmental affairs conference calls.

A council representative attended the SHRM Legislative and Employment Law Conference.

A council representative attended a state legislative conference.

Provided a quarterly legislative report at council meetings and/or via e-mail to council members.

College Relations:

Jill Senff reported that the University of Tennessee at Chattanooga has re-established an undergraduate student chapter, which leaves only 4 colleges in the state inactive. She provided an update on activities for the year:

COLLEGE RELATIONS CORE LEADERSHIP AREA

- Included a college relations director on the 2007 council.
- Council representative(s) participated in college relations conference calls. [I have participated in most of the student conference calls offered by SHRM.](#)
- Adopted and implemented 2007 SHRM college relations goals (found in VLRC). [I will complete by the end of the year.](#)
- College Relations Director was involved with the implementation of the state and/or regional HR Games. [Helped arrange and participated in Mock Games practice with UTK students, TN Tech students and TVHRA members. Attended study sessions with UTK students to help them prepare for the HR Games.](#)
- Provided guidance to student chapters or educational institutions.
- Offered free or reduced rate for student members to attend state conference.
- Provided student chapter(s) assistance to participate in HRGames, or provided support for students not participating in Games to attend Regional Student Conference held in conjunction with the Games. [Made arrangements to use a van from my company \(DENSO\) to drive the UTK students to the HR Games in Charlotte. Took the TN students to dinner \(paid for by the State Council\) and attended the HR Games. \(UTK and TN Tech participated in the HR Games in 2007.\)](#)
- Council representative(s) served as volunteers at the region's annual SHRM Student Conference and HR Games event.
- Sponsored an award for college student(s). [We can add to next year's budget.](#)
- Provided an educational institution with HR books, videos, and/or other materials, or a subscription to HRMagazine® (councils receive a 20 percent discount on gift subscriptions; form available at <https://sapphire.shrm.org/subscriptions/chapterform.asp>).

We can accomplish next year. Maybe we can provide new student groups (UTC, APSU) with materials to show support for starting student groups.

- Assisted a local college in chartering an SHRM student chapter. Currently working with UTC and APSU. Hopefully, they will be able to charter a student chapter this year.
- Promoted the availability of the SHRM Internship Program (information available at www.shrm.org/students/intern_published/).
- Council representative(s) participated in a student conference.
- Council representative(s) participated in volunteer leader college relations web cast or viewed archived web cast (www.shrm.org/chapters/resources/webcastarchive.asp).
- Utilized the College Relations Toolkit at www.shrm.org/chapters/resources/chaphelp.asp.

BONUS: List below any other council achievements in the area of College Relations Leadership:

- 1) Volunteer to speak at UTK in HR classes (usually 1-2 times per semester)

Diversity:

Mike Willard presented the Diversity report in Deneen's absence:

DIVERSITY CORE LEADERSHIP AREA REPORT

Included a diversity director on the 2007 council.

Council representative(s) participated in diversity conference calls.

Promoted/developed council diversity initiatives or activities.

Adopted and implemented SHRM 2007 diversity goals

Council representative(s) attended the SHRM Diversity Conference.

Council representative(s) attended a state or regional diversity conference sponsored by an SHRM affiliate.

Council representative(s) participated in volunteer leader diversity web cast or viewed archived web cast (www.shrm.org/chapters/resources/webcastarchive.asp).

Utilized the SHRM Diversity Focus Area at www.shrm.org/diversity/.

Utilized the Diversity Toolkit at www.shrm.org/diversity/members/toolkit/.

Utilized the Diversity Survey Template at www.shrm.org/chapters/resources/DiversitySurveyTemplate.doc.

BONUS: List below any other council achievements in the area of Diversity Leadership:

- 1) Chapters are participating in Diversity efforts ranging from Disability Awareness to personality assessment for the workplace
- 2) Memphis will have Diversity program in November focusing on new issues facing the Diversity arena today.

Chapter Reports:

Each chapter represented presented achievements and goals for their chapters.

Clarksville:

1. Status of completing all of the REQUIRED actions for SHRM Chapters (required for chapter recognition and for SHRM financial assistance)

- Revised and approved bylaws submitted to SHRM during first quarter 2007
- One Chapter Meeting per Quarter completed
- Balance sheet and financial reports being maintained by treasurer. Will have final report for the 12/31/2007 deadline (Dianne McGregor Treasurer)
- Leader Information Form for 2008 will be submitted by 12/1/2007. Nominees/Volunteers for the 2008 Board will be requested during the September meeting and voted on electronically by the completion of the October or November Meeting (depending on response).
- Code of Ethics in process (being written by Chapter President Cydney Miller with approval from the Board pending completion)

2. Significant accomplishments (year to date) and/or any best practices to share with others in any of the following areas of the CAP:

Section 1: Chapter Leadership

- 17 items completed to date within the section.
- Focus has been on the first component of Section 1 and in developing a stronger connection between the Board/chapter and National SHRM
- All items in the second component of Section 1 completed- All State Council Meetings, State Conference, National Conference and Leadership Conferences had a representative from Clarksville present.

Section 2: Chapter Operations, Member Services, & HR Leadership in the Community

- 15 items completed within the section
- 51% of chapter members are national SHRM members
- Achieved an increase in the number of national SHRM members
- Provided a dues discount to national SHRM members
- Established an up to date roster with accurate membership information

Section 3: Core Leadership Areas

- 29 Items completed within the section
- Certification component is our strength with another successful certification course completed in the spring.

Section 4: Advance the Profession

- The two primary focuses of the Clarksville Area Chapter in 2007 have been on Professional Development and connecting the chapter more with national SHRM. Our programs have continued to draw a diverse group of attendees and have appealed to a

wide audience of HR professionals in Clarksville. We maintain our commitment to develop our chapter as a resource for professional development within our HR community and promote the resources available through the national organization. By accomplishing these two goals, we believe that the HR profession will advance in Clarksville.

3. Concerns or shortcomings relative to any of the above areas of the CAP

Clarksville as a whole is growing at a tremendous pace. Therefore, most all of our organizations have experienced a particularly busy 2007. Due to this increased work load for most of the Board and changes in positions for others, it has been difficult for the Board to complete all of the initiatives that we set out to do this year. We revisited the “state of the chapter” mid year and recognized these challenges. We decided to focus the remainder of the year on programs that were already in place and on creating a stronger foundation for a successful 2008. We have updated our membership roster (to include local and national membership) in an effort to more effectively run the chapter. With this completed, we will move forward into 2008 with a more accurate picture of our chapter and the needs of the members.

4. Projection for accomplishment of merit or superior merit award based on achievements to date and those planned through the end of 2007

With 61 items on the CAP completed to date, we are on target to meet the goals for the superior merit award in 2007.

SHRM Chattanooga:

We have increased our membership from a low of 170-180 to over 250 members for 2007. Our membership chair has really done a great job to accomplish this task. We have all of our monthly meetings approved for HRCI credit so our numbers have increased at our meetings as well.

We have also partnered with the mayor’s office on several initiatives for the City of Chattanooga. One is that SHRM Chattanooga is being used as a resource for a partnership with United Way. The project is called “Communities Empowering Youth”. We have also been asked to participate in the local lead development initiative for the Chattanooga Area Convention and Visitor’s Bureau to help promote Chattanooga as a conference city. We are also continuing with the “Get a Job” project with the Hamilton County School system for this fall. This year we participated in the governor’s survey of HR professionals.

SHRM Chattanooga signed up for the SHRM Foundation Chapter Champion again this year. We are using the conference speaker gift as our event for this year. We are going to make a contribution in each speakers name for our conference. We are giving the attendees play money to start off with at the casino night. They can purchase additional play money to continue playing. This money will also go to the SHRM Foundation.

Duck River:

Roma reported membership growth to 42 members and shared information on the chapter’s partnership with the Career Center for a seminar series.

SHRM Memphis:

Scott reported membership growth to 779 with an average of 117 at monthly meetings. This is an increase of 52 members over last year which represents a 7% increase, crediting a very diligent Membership Chair for the growth. Other highlights include:

SHRM-Memphis has progressed well against our CAP and goals for 2007.

1. All appropriate requirements are completed. Year-end financials and 2008 leadership information will be forwarded when appropriate on schedule.

2. Significant accomplishments:

Section 1. Leadership – Transitioning to a hierarchy structure has been successful to reduce volunteer time, increase communication effectiveness, and develop chapter board members for future succession. New monthly financial balance sheet format has improved board knowledge of monthly cash flow directly resulting from monthly chapter meetings.

Section 2. Successfully conducted three senior HR executive roundtables. Also conducted a Gender diversity workshop with excellent feedback from participants. Membership for the chapter has grown to 786 from 712 in January 2007 a 10% increase.

Section 3. All appropriate monthly meetings were HRCI pre certified.

Section 4. Gender Diversity workshop and a monthly program on the 8 keys to Strategic HR both contributed to the ATP goal.

3. We do plan to redesign our web site by year-end however; this is not a shortcoming for the CAP.

4. We currently qualify for the Superior Merit Award for 2007 once the two date appropriate requirements have been accomplished.

Middle Tennessee Chapter:

Kellie provided highlights including:

1. Implementation of Directors and Officers Insurance for the Board
2. Realized increase in interest rate income with change in financial institutions
3. Chapter currently has 600 members
4. Held 40th anniversary celebration in October, honoring all past presidents, with profits going to the ALS Association in honor of Bill Sims.
5. Development of a special interest group for Recruiters
6. Considering Chapter Administration Program to relieve administrative burden on Board members

Northeast Chapter:

Achievements Include:

1. 100% chapter
2. Focus on high school level students for Workforce Readiness initiatives
3. Sponsoring a 2 day and HR Expo in Johnson City October 16 – 18

Seeking input regarding administrative burden and references/recommendations for registration software.

Stones River Chapter:

Jim reported that three scholarships in the amount of \$1,000 had been awarded.

Status on Required Actions:

All five points are on target with the chapter's annual Financial Report and 2008 Leader Information Form to be submitted with the CAP.

Significant Accomplishments:

We have 110 active dues-paying members who are exclusively professionally employed in Human Resources. We have averaged 50 in attendance at our regular meetings. Effective October 1, we are launching a new Membership Challenge with incentives for our current members to enroll new members.

Concerns or Shortcomings:

No major ones at this time, but we certainly want to continue to offer high quality programs and excellent speakers at our meetings. This is always a big challenge, and one that is very visible to all who regularly attend our meetings.

Projections:

We are on target to obtain the Superior Merit Award for the third straight year.

TVHRA Chapter:

Membership: 425 Members – 30% Associate, 70% Professional

85% Retention

Beginning New Member Orientation Program in October
(will conduct after regular monthly meeting)

Membership Dues: \$45 – Monthly Meal - \$16
(Revolving 12 month membership)

Meetings: 2nd Tuesdays Dinner/Program Meetings

8 this year have (or will) qualify for recertification credit

Attendance is up- 125 average

A diversity topic, legal update and student involvement topic at each meeting

A Diversity Workshop was held in July

Our board meets at 4:00 PM – prior to the regular meeting at 5:30 PM

Certification: Sponsor and conduct two study groups per year – last four have averaged

22 participants (average passing percentage – 70%)
Just started our 39th group – 19 years!

Wage & Benefit Survey: Conducted by the chapter for participating members only
Average approximately 65 participants
Plan to use a web-based survey in 2008 – Survey Monkey

Sponsorship of “CEO Exchange” on ETPT (\$1000)

SHRM Foundation: 10-minute awareness presentation at our September meeting
A full program planned in 2008
Fundraiser planned for October
2007 Chapter donation has been made

Initiatives: Will partner with LOCALJOBS.com and upgrade our website
All but one of our Board is now certified
2008 succession plan - only two positions now open
Sponsored three teams in Regional Games in Charlotte NC
Will conduct a membership profile survey
Developing an enhanced “Ethics Statement”
Continuing work on a Pinnacle Award for 2008

CAPS: Points earned to date– 115
2007 projected award level – Superior Merit

Upper Cumberland Chapter:

Status of completing all of the REQUIRED actions for SHRM Chapters (required for chapter recognition and for SHRM financial assistance)

Will meet all requirements by 12/01/07

Significant accomplishments (year to date) and/or any best practices to share with others in any of the following areas of the CAP:

Section 1: Chapter Leadership

Website is up and running. It's a big help for people in the Upper Cumberland looking for HR resources and also a great recruitment tool.

Section 2: Chapter Operations, Member Services, & HR Leadership in the Community

Sponsored workers' compensation seminar and provided speakers for Upper Cumberland Organizational Development Conference.

Section 3: Core Leadership Areas

Organized certification study group for the Upper Cumberland area.

Section 4: Advance the Profession

Organized certification study group for the Upper Cumberland area.

Concerns or shortcomings relative to any of the above areas of the CAP
Having difficulty identifying future leaders/volunteers.

Projection for accomplishment of merit or superior merit award based on achievements to date and those planned through the end of 2007

Projecting we'll meet the criteria for superior merit award by 12/31/07

Volunteer Chapter – Dyersburg:

1. To the best of my knowledge the REQUIRED actions are complete, except for the web presence. The Volunteer chapter does not have a web presence.

2. Significant accomplishments (year to date):

Section 1: Chapter Leadership – none

Section 2: Chapter Operations, Member Services, & HR Leadership in the Community –
74% of chapter members are SHRM members

Section 3: Core Leadership Areas-

Provided a \$2400 scholarship to a Dyersburg State Community College student (DSCC);

Provided DSCC with a subscription to HR Magazine;

Increase contribution to SHRM Foundation over previous years' contribution;

Held a special event to benefit the SHRM Foundation by donating a gift basket at the TN State SHRM Conference; and

Conducting a chapter project to benefit the community, Toys for Tots in October 07

Section 4: Advance the Profession – none

3. Concerns or shortcomings relative to any of the above areas of the CAP – none

4. Projection for accomplishment of merit award based on achievements to date and those planned through the end of 2007.

West Tennessee – Jackson:

Status on Required Actions:

Significant Accomplishments:

Chapter met all requirements and officially affiliated with SHRM in August

Contributed \$500 to SHRM Foundation

Total membership has grown 35% year over year and 62% of our members are now SHRM members.

Concerns or Shortcomings:

We are looking (begging) for committee chairs and volunteers but we do have our 2008 officers securely in place.

Projections:

We are on target to obtain the Superior Merit Award for the third straight year.

State Council Directors Report:

Mike Willard reminded the Chapters that the CAP report is due by 12/31/07, stating all chapters must submit for the State Council to be eligible for the Superior Merit Award. He reported that the Southeast is leading in chapter growth, with 59 chapters and 6% growth. One chapter in Tennessee is in the top ten for growth – Clarksville with 110% growth.

Mike reported a SHRM National membership rate of \$145 for new members with code CHSED.

Mike reported a host site for the 2008 student games is needed.

Mike presented the State Director Report:

1. Participated in 13 Web casts and Conference Calls
2. Conducted State Council Leadership Meeting Jan. 25-26 (32)
3. Attended SE Region Leadership Meeting in Orlando Feb. 1-2
4. Legislative Affairs Director attended SHRM Legislative Conference (Feb.)
5. Participated on two HR Career Panels for UT Students
6. Assisted with Mock Practice HR Games for UT and TTU Student Chapter teams
7. Conducted Spring State Council Meeting May 11 (33)
8. Attended SHRM National Conference June 24-27
9. Participated in SHRM Affiliation and Charter Meeting for West Tennessee Chapter on August 21
10. Conducted Fall State Council Meeting and attended State HR Conference Sept. 26-28
11. Completed required elements of SCAP
12. Achieved State Council Champion for SHRM Foundation
13. Anticipate another Superior State Council Award for 2007
14. Will attend SHRM Leadership Conference and SE Region Directors Meeting Nov. 15-17

Lisa Gardner reminded the chapters that a ratified copy of the bylaws needs to be submitted to SHRM and currently only 4 chapters have submitted copies thus far. She reported that Tennessee is the only state to have all chapter rosters submitted, and expressed her appreciation.

Mike Willard thanked all the State Council Board members for their support and cooperation during the year.

There being no further business, the meeting adjourned at 5:50 p.m.

Respectfully submitted,

Valerie Gifford, State Council Secretary