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Greetings!



Happy March TAHRA members! First off, let me apologize for last month's letter. I misspelled TAHRA more than once - you would think being a member for over 20 years I would know that. My confession is that I was in a big hurry, a bit lexic-dys (dyslexic) and I am also a product of Texas public schools so just be fair warned...that is most likely not the only spelling error I will make this year. My friend Alison told me I'm the PBJ of the sandwich generation. That day I picked up my daughter from the airport and we hopped in the car to drive to DC, and once we got there - had less than 48 hours to find her a place, get settled and she started a new job that Monday. I then jumped on a plane, was in Tulsa for 11 hours, unpacked, laundry, packed again, got to sleep a bit and back on a plane to get my snow bird 84 and 90-year-old parents settled in Florida for the month of February. Needless to say, I was so happy to get back to Tulsa after 10 days of craziness. We focus on our profession and growing our knowledge, and we need to make sure we balance that with spending time with those we care about and that we fill our own vessel as well. We cannot take care of others if we don't take care of ourselves.

One of the ways I re-charge is learning new things and being around other HR professionals that understand the challenges we all face and as an organization - we support each other. This month we have a great line up. Our program meeting is on culture and accountability with Julie Miller and Brian Bedford. I hope you get a kick out of their book title. Although I have not heard them speak, I got to meet them at a seminar in Austin and I know you guys will enjoy them. Our March Learning Lab will be on developing your influence in the workplace with Steve Laswell.

The TAHRA Membership Survey went out last Monday, and if you have not done so, please fill it out so we can act on your feedback and ensure we serve our members. If you know of HR professionals who have not renewed their membership, or others that could benefit being a member, please refer them and you may be eligible for a drawing for a gift card. Also, don't forget to "Ignite your HR Passion" and sign up for OKHR State Conference scheduled the last week in April in Tulsa at the Hard Rock Hotel and Casino. There is a pre-session preparation course for the SHRM-CP / SHRM-SCP if you are interested.

Looking forward to seeing you soon at one of our March events and

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please do not hesitate to contact either myself, or any of our board members with questions or suggestions.

Kind regards, *Heidi*
Heidi Hartman, SPHR, SHRM-SCP
TAHRA President

TAHRA 2016

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March Program Meeting

Wednesday, March 23

11:15am - 1:00pm

DoubleTree at Warren Place



Installing an Accountability Based Culture

Presented by Brian Bedford and Julie Miller

Join us in March for a program on installing an accountability based culture. At this meeting, Brian Bedford and Julie Miller will define accountability and explain why accountability is important. They will also show how accountability should link to business strategy and share examples of accountability done well, done badly, and the cost and links to the bottom line. You will also learn a 4-Step Process to install a culture and talk about feedback and how it's vital to the culture process and share a helpful model.

You will learn:

- How a one-page strategy document helps drive business success
- To identify and define the culture you need to be successful
- How to make culture "stick"
- The importance of giving and receiving feedback to kick-start your culture
- That accountability, culture and success go hand in hand!

[Click here to register.](#)

Sponsored by:



March Learning Lab

Thursday, March 31

2:00pm - 4:00pm

OSU Tulsa North Hall

Jackie Evins, PHR, SHRM-CP
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Quick Links

- [Our Website](#)
- [TAHRA Calendar](#)
- [SHRM Website](#)
- [HRCL Website](#)
- [OKHR Website](#)

:: 918-344-4622

Developing Your Influence in Today's Workplace: The Three Vital Leadership Functions of Coaching Presented by Steve Laswell

Today's business challenges continue to disrupt "business as usual" for everyone. Yes, you've seen it all. Whether he's a micro-manager or she's a poor communicator, some behavior must change. How do you as an HR Leader encourage change in others and show up as the leader your organization needs? You must leverage your ability and willingness to change, to expand your influence. Imagine "sitting at the table" with your business leaders as they look to you for advice. Think about how good it feels to leave the office knowing you helped someone to write a better story. It's right to say that coaching or helping employees, departments or organizations change behavior is hard work. Let Steve bring simplicity to the process.

Learning objectives:

- Explore the role of HR in today's new world of work
- Define leadership development and why it matters to you
- Understand the three zones of the change journey
- Clarify three key functions of a coach

Register now!

OKHR State Conference & Exposition



Sign up today for the 2016 Oklahoma Human Resources State Conference and Expo on April 26-28, 2016. OKHR2016 is the best opportunity to network with and learn from other HR professionals. Our 2016 conference theme is "Ignite Your HR Passion," and we have a fantastic lineup of speakers and sessions designed to help you reach that goal. Whether you are a HR professional, a speaker, or an exhibitor, plan to join us in April for a great time of learning, networking, and fun!

[Click here to register!](#)

Seeking Nominations!

Oklahoma Excellence in Human

Resources Award

This award (presented annually at the Oklahoma Human Resources State Conference) is given to recognize and honor outstanding achievement in the field of Human Resource Management. The award signifies a professional who demonstrates the SHRM mission of "STP - Serving the HR Professional" and "ATP - Advancing the Profession."



Candidates should be viewed as role models for the profession, leaders rather than followers, who apply and share their professional expertise and leadership both within and outside of the organization.

To nominate an individual for the 2016 OKHR Excellence in Human Resource Management Award, please click here: [Nomination Form - 2016 OKHR Excellence in Human Resource Management Award](#)

Nominations must be made by March 25, 2016!

Networking and TAHRA

by Kristi Spaethe, PHR, SHRM-CP

VP - Membership



The Membership and Hospitality Committees have been hard at work planning events for 2016. Please mark your calendars! We are excited to announce our Spring Social on April 14th located at Main Street Tavern in Broken Arrow. The event will be held from 4pm-7pm and is free for TAHRA members (guests are \$10 each). We will have drinks, snacks and a professional photographer available to take headshots for donations to the SHRM Foundation. Tell your friends and visit our website to get registered today!

We have also booked a Member Appreciation event for our members and their families on June 11th. Plan to join us at the Tulsa Zoo for a day of food, fun, family and all the creatures the zoo has to offer. More information to follow so please be watching future newsletters and the TAHRA website.

We will also be planning a Fall Networking event and will let you know when we have details.

At TAHRA, we appreciate our members and are excited to offer these great opportunities to get together with other HR professionals.

See you there!
Kristi

The Importance of Front Line Leader Training

by Brandon Brazeel, SPHR, SHRM-SCP

VP - Leadership Development



The number one reason an employee leaves a company is because of their direct supervisor. Most companies promote employees in their first supervisor or team leader roles because they are outstanding employees (they make the most widgets, take the most phone calls, etc.) and not

because of their leadership abilities. Typically, companies fail to provide any type of training for these new leaders. So how can we expect them or the company to be successful?

If we want the employee to be successful in their new role, we have to provide them with the necessary tools to get started. I call this Front Line Leader training and I want to share what I include when facilitating this program. The training is focused on HR and management basics to provide employees a solid foundation to lead their groups. Below I share a list of topics and a brief description of each one. This list is, by no means, everything that needs to be covered, but it is a good start on the lifelong journey of becoming a great leader.

- **Discrimination, Harassment and Retaliation** - This module focuses on employment laws and the responsibilities of front line leaders. The module focuses on what it is, how to proactively identify it and then the actions to take when it does happen.
- **Workplace Bullying and Violence** - The focus is to identify the difference between workplace bullying and hostile work environment. It also focuses on signs and how to deal with workplace violence.
- **Effective Communication** - The communication model is broken down and explained so everyone understands the complexities and barriers of communication. This module also introduces the skill of active listening.
- **Conflict Resolution** - This module dives into the difference between constructive and destructive conflict and provides some tools on how to manage and deal with conflict.
- **Coaching for Performance** - There are times when leaders must act as supervisors, but if a leader can be a good coach they can keep lifting performance, increasing engagement and catch things before they become a performance or behavior issue.
- **Change Management** - In this ever shrinking and globally competitive world, companies must continuously improve and change to stay current and competitive.
- **Employee Recognition** - This topic seems simple and easy, but is usually one of the most neglected parts of being a leader. Data shows that employees value recognition over anything else (including pay).
- **Diversity and Inclusion** - This module emphasizes the importance of bringing individuals from different backgrounds, ages, races, etc. together to make a lasting and sustainable impact on the business.
- **Generations** - For the first time in history, we have four and starting to see the fifth generation all working at the same time. This module explores some of the generalities, motivators and drivers of each generation in the workplace and their views on life.
- **Trust** - Once the leader has gone through the previous modules, they have a good understanding and foundation of how to be a leader. The last module in the series focuses on the most important aspect of being a leader; trust. A leader has to trust their employees and employees have to trust their leader.

Retention of good employees is crucial to longevity and success of a

company so our leaders must have the tools, abilities and know-how to become great leaders.

Be Great...Today!

Brandon

Human Resource Certifications

by *Christy Ptak, SPHR, SHRM-SCP*

Certification Chair



Professional Certification is seen by employers and prospective employers as validation of a Human Resources professional commitment to remaining current in their field. Certification serves as visible acknowledgement of your mastery of core HR principles and skills that are essential to HR best practices.

If you are not certified or considering becoming certified, I highly recommend you consider pursuing your options:

- Human Resources Certification Institute (PHR/SPHR): www.hrci.org
- Society for Human Resource Management (SHRM/CP-SHRM-SCP): www.shrm.org

Either certification will require preparation on your part - and both organizations offer several different means to prepare. At the annual state conference there is a pre-conference preparation session regarding the SHRM tract: www.okhrconference.com.

Your decision to certify means a commitment in both time and some expense - however, the value proposition is one where you come out on top!

Christy

The Expanding Scope of Employee Protected Activity Under the FLSA

by *Rachel Crawford, J.D.*

VP - Legislative Affairs



Most employers know they cannot retaliate against an employee for filing a formal complaint for unpaid overtime. Indeed, such complaints would generally qualify as a "protected activity" under the FLSA. However, even the savviest of employers struggle to understand the full spectrum of events qualifying as "protected activity." The Tenth Circuit Court of Appeals has recently ruled even cursory remarks suggesting employer misconduct may provide an employee protection from retaliation.

The case *Winters v. Board of County Commissioners* was brought by a deputy sheriff in the Muskogee County Sheriff's Department. The night

before his off day, the deputy's boss requested the deputy drive a squad car to Tulsa to be outfitted with equipment. The deputy complied with the request, and upon finishing the assignment, submitted a request for 2.5 hours of overtime pay. He later received notice of denial for his overtime request.

Upon learning his request for overtime had been denied, the deputy alleges he approached the chief deputy within his department to inquire as to the reason for denial, and the chief responded "per the sheriff, you're denied, and what are you going to do about it." In response, the deputy stated he "could ask the Labor Board." The deputy alleges a dispute followed involving the sheriff and several other officers, resulting in the sheriff stating, "Your services are no longer needed."

Although the deputy was actually credited for his 2.5 hours of overtime, he brought suit alleging unlawful FLSA retaliation, among other claims. In order for a plaintiff to prevail on an FLSA retaliation claim, the plaintiff must show 1) he engaged in protected activity; 2) he suffered an adverse action; and 3) a causal connection existed between the protected activity and the adverse action. The district court dismissed the suit, holding the deputy had not engaged in a protected activity based on its conclusion that "Plaintiff's idle and stray comment [about going to the Labor Board] does not rise to the level of a complaint or proceeding under the FLSA, and therefore the Plaintiff's activity is not protected."

The Tenth Circuit Court of Appeals reversed the district court's decision, holding even subtle complaints like the one the deputy presented can constitute protected activity under the FLSA.

Employers should take note of this case for two reasons. First, any wage-related complaint or comment, no matter how vague or "off-the-cuff," could qualify as "protected activity" under the FLSA. Second, an employee can engage in protected activity even when the employer has fully complied with the FLSA in its payment of wages to employees. Indeed, if an employee has a *good faith belief* the employer's conduct is illegal (even if it, in fact, is not), any statement he or she makes complaining of such conduct will likely trigger FLSA protection.

If you have questions about FLSA compliance, you can contact Rachel Crawford at 918-587-0101 or rcrawford@newtonconnor.com.

Talent Supply Chain Resources, Networks and Partners

by Denise Reid, Chamber Liaison



Internships - there are a lot of opportunities to connect with youth in the region through internships. These could be during the school year or possibly through the summer youth program with Workforce Tulsa. There are several partners and programs across the region looking to connect with employers interested in hosting interns.

Contact denisereid@tulsachamber.com to get connected.

Career Pathway Fairs - OK2Grow puts on career pathway fairs across the region to showcase and highlight employment opportunities across the region.

If you are interested in participating in upcoming career pathway fairs please contact Stephanie Cameron (918)280-2611 or via email scameron@apscopower.com

Downsizing or Layoffs - no cost resources offered to employers. We have a regional workforce collaborative (OESC, Workforce Tulsa, Tulsa Regional Chamber & more) that offers assistance in many different ways. Contact Charley Farley with OESC at (918)682-3364 or Charley.Farley@oesc.state.ok.us or Denise Reid at (918)560-0255 or denisereid@tulsachamber.com.

Hire Outside the Box - a local initiative to encourage public and private employers to remove criminal history inquiries from employment applications. This aligns with "Ban the Box" or "Fair Chance Hiring" policy being adopted across the U.S. Oklahoma is #1 in the incarceration of women and #2 in the incarceration of men in the U.S. and globally which puts thousands of men and women at a disadvantage as they try to mainstream back into society. This policy would move inquiry about criminal records after the initial interview. This in no way prevents an employer from doing a background check or considering criminal history when making hiring decisions. Studies have shown that if someone is not hired because of a criminal background, it most likely (76% of the time) takes place at submission of the application. Removing the inquiry from applications allows hiring managers an opportunity to concentrate on job specific qualifications. At least one in twelve Oklahomans have a felony conviction in their past. Their exclusion from the workforce is a drain on the economy. There are a number of programs that offer employment services to assist with employing justice involved individuals. For more information about this work please contact Kelly Doyle with Center for Employment Opportunities (918)894-6561 x-3099 or email kdoyle@ceoworks.org.

If you would like to sign petition to support this work go to - bit.ly/HireOutsideTheBox

If you have questions or would like more information about any of the items listed above please feel free to contact me directly via email denisereid@tulsachamber.com or phone (918)560.0255.

Welcome to our newest members!

Kimber Wilkins	Gateway Mortgage Group	Candace Byington	Paragon Films Inc.
Jacqueline Yoken	Brief Media	Mahendrakumar Aulum	
Sherry Gray	Gateway Mortgage Group	Shannon McKenzie	Navico, Inc.
Megan Toro	U.S. Cellular	John Potter	Jenks Public Schools
Amy Fairchild	City of Sand Springs	Kimberly Graves	Mid-Continent Group

Alfred Shasteen	TWG	Krystin Gonzalez	Mid-Continent Group
Shelly Shoemaker	Webco Industries	Jennifer Frazier	Paragon Films Inc.
Lisa Compston	OMNI Air International	Mary Delacerda	Paragon Films Inc.
Cynthia Cummings	Brainerd Chemical		