



Minnesota Counties Human Resource Management Association

125 Charles Avenue, St. Paul, MN 55103-2108

www.mchrma.org

MCHRMA Business Meeting Minutes - D R A F T

April 20, 2017

8:30 a.m. – 9:15 a.m.

MEMBERS Present:

Bobbie Danielson (Aitkin)	Savanna Slick (Lake of the Woods)	Carol Kritzer (Rice)
Dawn Gregoire (Big Stone)	Cindy Westerhouse (Le Sueur)	Susan Skattum (Rock)
Michelle Miller (Carver)	Carolyn McDonald (Lyon)	Tamara Bigelow (Sherburne)
Judy Hill (Cook)	Scott Higgins (Martin)	Jodi Coleman (Sibley)
Brandi Bourquin (Des Moines Valley)	Julie Walters (Martin)	Jodi Robinson (SW HHS)
Lisa Hager (Dodge)	Sherry Roth (Mower)	Nancy Walker (SW HHS)
Melissa Cushing (Goodhue)	Aurora Heard (Murray)	James R. Gottschald (St. Louis)
Ashley Hokanson (Grant)	Jamie Haefner (Nicollet)	Collette Rubel (Stearns)
Melissa Caza (Isanti)	Sue Luing (Nobles)	Gina McGuire (Steele)
Trish Schulz (Jackson)	Dale Ignatius (Olmsted)	Amanda Ness (Swift)
Connie Mort (Kandiyohi)	Connie Mikrot (Pine)	Sunny Hesse (Wright)
Cammie Young (Lake)	Denelle DelZoppo (Pope)	

CALL TO ORDER

The Spring Business Meeting of the Minnesota Counties Human Resources Management Association was called to order by President Carolyn McDonald on April 20, 2017 at 8:30 a.m.

INTRODUCTIONS

Introductions were made of the Officers and Members. Carolyn welcomed the following new MCHRMA members; Melissa Caza (Isanti), Jodi Coleman (Sibley), Carol Kritzer (Rice) Savanna Slick (Lake of the Woods) Doreen Parkes (Anoka), Holly Wilson (Mille Lacs).

APPROVAL OF AGENDA

Motion Dale Ignatius (Olmsted), seconded by Sue Skattum (Rock), to approve the April 20, 2017 MCHRMA Business Meeting Agenda as presented. The motion carried.

APPROVAL OF MINUTES

Motion by Melissa Cushing (Goodhue), seconded by Dale Ignatius (Olmsted), to approve the October 6, 2016 MCHRMA Fall Business Meeting Minutes as presented. The motion carried.

FINANCIAL REPORT

MCHRMA Treasurer Connie Mikrot (Pine), MCHRMA Treasurer reported that the Financial Statement as of 3/31/2017 has a balance of \$34,788.93 prior to any expenses for this conference.

MISCELLANEOUS ITEM UPDATE

- **Merit System Sub-Committee:** Jamie Haefner reported that MERIT is working with MCHRMA to come up with a solution without legislation. Met in February and established a time table with specific response periods and is in their standards for certification. In addition asked they have agreed to be clearer on what is federally required vs. best practices. Nicollet County is about half way through the process. Gathering documents from successful counties so they can be used by others.
- **Legislative Testimony Training Day:** Was held last October and it was excellent training. Carolyn has asked AMC to provide the training again this fall. Jamie encouraged others to attend the training as MCHRMA would like to be more active legislatively.
- **Legislative Priorities:** Has been a successful outcome of last year's strategic planning.
- **Resource/Template Library:** Focus for this year? Carolyn asked if this is a priority. Olmsted County offered to share their SharePoint and it wasn't very successful. AMC would be willing to oversee the project with the help of a MCHRMA subcommittee as AMC does not have HR staff or attorneys on staff. The League of MN Cities has it all on their website and it would potentially be reinventing the wheel. Perhaps we can ask LMC if we can link to their resources on the MCHRMA website.
- **Mentor Program:** We would like to develop a mentor program for new members. When a new member is identified, we would like to connect them to someone in their region to be a resource to them. The MCHRMA executive committee is also a resource.
- **AMC Salary Survey:** Deadline is April 28th and the results will be available in May. If you do not participate, you will not have access to the results.
- **MCHRMA Survey/SHRM/HRCI Credits:** Survey went out to all members regarding credits for MCHRMA events. If we decide to move forward there is a \$500 cost every 2 years. Dale recommends that MCHRMA join either ICMA or SHRM.

MOTION by Sue Skattum, seconded by Bobbie Danielson to move forward with SHRM/HRCI certification with the MCHRMA Secretary to serve as the point person. The motion carried.

MACA/MCHRMA Workshop

MACA/MCHRMA have a joint workshop on July 19-20, 2017 at the Kelly Inn, St. Cloud. Jodi Janati has been hired for the afternoon on the 19th. Suggestion that someone from the IRS present on paid leave balance carryover from year to year.

FALL CONFERENCE

The MACA/MCHRMA Fall Conference is scheduled for October 4-6, 2017 at Ruttger's Bay Lake Lodge. We have secured Dr. Allen Zimmerman and Bruce Miles from Big River Group who will discuss influencing.

SPRING 2018 CONFERENCE PLANNING

The MCHRMA 2018 Spring Conference will be held during the same timeframe as the 2017 Spring Conference at the Stearns County Service Building.

2017 OUTSTANDING HUMAN RESOURCES PROFESSIONAL OF THE YEAR AWARD

Carolyn McDonald thanked members for submitting names to receive the annual Outstanding Human Resources Professional of the Year award. She announced that Cammie Young from Lake County has been chosen as the recipient of the award.

Cammie has been instrumental to the success of MCHRMA over the past 7 years. Just 6 years ago, this organization was nearly in the red, now we have a healthy budget that allows us to bring in keynote speakers to provide robust leadership trainings to our membership. With Cammie's guidance and collaboration skills, MCHRMA is again a thriving organization.

Cammie was one of the visionary leaders in MCHRMA who worked to join the fall conference with MACA in 2012. Prior to then, MCHRMA would sponsor the conference one year and MACA, the next. This was difficult for our financially strapped organization. Cammie could see that both groups have similarly aligned strategic and leadership goals, and

worked hard to ensure fall conference became a joint endeavor. Now, MCHRMA's relationship with MACA has become even more collaborative and has led to creating a jointly planned summer technical conference, further enabling County HR professionals to be taken seriously as an important partner in County leadership.

Welcoming and mentoring new members to MCHRMA is one of Cammie's biggest strengths. This natural ability to encourage participation and input from all members, has made Cammie a "go-to" person when solutions are sought. Never one to shy away from a challenge, and always willing to participate in the work that needs to be done in MCHRMA, has set Cammie apart as a true leader in our organization.

ADJOURN

The MCHRMA Business Meeting adjourned at 9:15 a.m.

