Welcome to February. While we spend more time this month trying to avoid the cold wind and temperatures here in Iowa and focus on staying warm, I’d like you to reflect for a few minutes on your health, your outlook on your daily routine and your career.

If you don’t take some time from your busy schedule to focus on eating right and trying to exercise (even a little), no one else is going to do it for you. “You are what you eat” is the old saying and it has withstood the test of time. Most of us eat our daily stress and just get “anything” for lunch while we work at our desks (sound familiar?). Now is the time – Carpe Diem – or Seize the Day – Whatever works for you, try taking the stairs today. We spend a great deal of time on creating and managing Wellness initiatives and intrinsically, we know the benefits of making healthy decisions. Start leading by example in this area and I guarantee you will never regret it.

Your outlook on your job is another area that needs some reflection and evaluation. We coach people that are having difficulty in their day to “be happy or go do something else that makes you happy!” Take this same advice. If you are underutilized, find the challenging project internally that no one wants to tackle. Nothing internally? You may have to look externally. If you get up in the morning and dread going into work, it is time for a makeover (whether it is “extreme” or not is your call to make).

Your career……. Is it what you want it to be? If you can say a resounding “YES” then take a moment to celebrate! If not, do something about it. Take a class, learn a new language, or if you plan to stay in HR, focus on becoming an expert at what you do. CI-SHRM has several opportunities in the next few months to really take your career “up-a-notch.” Please consider attending one (or more) of the following events:

- February 4 – Our first Competency Development Workshop (8am-noon)
- February 8 – the 2016 Spring HR Law Series – Weekly meetings to help “fill-the-gaps” in what you should know.
- February 17th – Certification Prep Study Course begins
- February 24 – 24th Annual Legal and Legislative Conference (Prairie Meadows)
- February 9 and March 8 – Monthly meeting at Noah’s in WDM
- March 03 – Kaplan University launches a formal structured SHRM-CP/SHRM-SCP Certification Preparation class.

As you can see, there are a lot of scheduled events that can help you improve your career and in doing so, stoke the “fire within.” The Central Iowa SHRM Board is working feverishly on your behalf to bring you the best programming possible. If we can stoke your “internal fires” and help bring excellence in HR to the region, we will all celebrate together. Until then, stay warm, be healthy and “feed your fire”.

Terry
Summary

Turnover is expensive for any organization, but especially small businesses. Hiring practices begin before the job description is even posted.

John will lead us through both the mandatory and best practices for recruiting and on-boarding new employees.

Schedule

3:15 p.m. -- Registration and Refreshments

3:30 - 5:00 p.m. -- Meeting begins - Announcements, Updates and More!

NOTE: To minimize disruptions with the meeting and to give the speaker our utmost attention, please plan to arrive to the program meeting prior to the start time.

Cost: CISHRM Members -- No charge
Guests -- $10.00
(When registering more than one guest, please complete a separate RSVP for each guest.)
Vision 2020 – What Is Your Staffing Plan?

Talent drives strategy! Many of you have started your 2016 budget and strategic staffing plan process, some of you overachievers may have already finished! In lieu of the market conditions; extremely low unemployment, technology demands, disruptive innovation, and the demographics of our workforce, you may want to consider a 2020 staffing plan. A four year plan incorporating initiatives, succession planning, acquiring new talent, developing existing talent, and aligning their career aspirations with your company’s mission / values is essential for our businesses to succeed.

Here are a few ideas on how to start your strategic staffing vision.

Identify a few key players from different departments or areas of focus to join the planning team.

Ask them to write down their thoughts regarding your company’s internal strengths and weaknesses, external changes and trends, emerging needs and service expectations, and critical issues facing the organization.

Review and share the ideas with the planning team and collectively decide what the top three or four critical issues are facing your organization over the next four years.

(Tip: write all of the critical issues on top of the dry erase board – for example: Leadership, Customer Experience, Technology, Employment Brand, Funding – then give each teammate sticky notes to write down their most inspiring and exciting elements and post them under the most appropriate critical issue.)

Identify points of common ground and divergence.

Choose one initiative for each critical issue facing your organization and determine how you will execute.

Determine if you have the right talent to drive this strategy.

Roll out the initiatives to every leader on your team and ask them to assess their bench strength and capacity to execute.

Train, develop, promote, and hire new teammates.

Revamp every quarter or twice a year based on complexities of your industry / team.

Quick question: Did you spend more time on picking your fantasy football team than assessing your bench strength? If so, I encourage you to read this post.

Chris Carlson, Managing Director

Chris is an experienced executive in the staffing industry. She has developed operational analyses, implemented programs/compensation plans, and has assisted hundreds of firms streamline processes and upgrade the competencies of its workforce. Finding innovative ways to generate new business, isolate top talent, and build teams is her passion. She has designed and executed many successful strategic marketing/recruiting plans and promotions. Chris began her career at Aureus Group, a full-service professional recruiting firm, in 1994 and currently serves as the managing director of Aureus Group specializing in the Finance and Accounting, Information Systems, and Executive Leadership roles in all industries including; Healthcare Administration, Banking, Finance, Insurance, Commercial Services, and Manufacturing. In addition, Chris is a Certified Professional Consultant, and has an Executive Master’s of Business Administration from the University of Nebraska at Omaha.
Greeting the New Year with New Goals?
One of them should be obtaining your SHRM Certification (SHRM-CP or SHRM-SCP)

The CI SHRM Certification Committee will be sponsoring a
Spring Certification Study Group to help you prepare for your certification exam

Study Group Begins Soon!!
Join Us for our Kickoff Session

When: Wednesday February 17th at 5:30 pm
Where: Upper Iowa University – Room 308
5000 Westown Pkwy, West Des Moines

Study Group Facts:
• Meetings are on Wednesdays beginning at 5:30 pm
• Meetings are held at Upper Iowa University - Room 308 in West Des Moines
• The Study Group covers the 5 certification modules in 12 weeks
• One group at Upper Iowa University is planned, but additional groups may be added if there is interest.
• Fee for CISHRM Members is $25 and for Non-Members is $40 (or $110 which includes a CISHRM membership for 12 months)
• Study Group participants may order the 2015 SHRM Learning System at discounted pricing rate of $470 vs. the full SHRM member price of $695
• Please email questions to Certification@cishrm.org or ask them in person on Feb. 17th

Please follow the link below to register and pay the fee for Study Group and to order and pay for the 2015 Learning System

* Please note that instructor led classes like Kaplan’s HR Certification Preparation Course typically include the Learning System in the tuition of the course and provide the same learning system we are offering – make sure you are only ordering 1 Learning System if you are participating in both study options.
Are you interested in obtaining your SHRM-CP or SHRM-SCP credentials under the guidance of a SHRM Instructor but don’t want to travel or cram it into three days?

Consider registering for the upcoming **SHRM-CP/SHRM-SCP certification preparation course**, offered by Kaplan in partnership with the Society for Human Resource Management.

**Runs:** Thursday, March 3rd to Tuesday, April 26th of 2016 (skipping the week of March 14th for spring break)

**When:** Tuesday and Thursday evenings from 5:30 to 8:00 pm

**Where:** Kaplan University - Des Moines, 4655 121st Street, Urbandale, Iowa

**Cost:** $1,299 for the general public  
$1,200 for current CI-SHRM members

Registration includes the seven-week course and the 2016 SHRM Learning System (course materials and online access) and can completed [HERE](#).

Date: February 25, 2016
Start Time: 7:30 a.m. registration, 8:00 a.m. start
End Time: 4:00 p.m.
Location: Prairie Meadows Conference Center in Altoona, Iowa
Price: $99 early bird through January 30th, $125 after that

Hunter Lott is a nationally-renowned speaker, having traveled throughout the U.S. delivering over 3,000 training sessions and breakout presentations to managers and HR professionals on the legal aspects of hiring and firing, including being a regular presenter at the national SHRM conference. He helps companies design and implement practical HR policies, and is also a partner in the Kansas City-based human development firm HCap. He is an audio conference leader for Progressive Business Audio, speaker of the year for Vistage, a keynote speaker for various associations, and a member of and top rated speaker for the Society for Human Resource Management. Mr. Lott is also the author of “Please Sue Me: The Guide to Safe Hiring and Firing Practices for the Frontline Supervisor with a Short Attention Span.” He grew up in Kansas City, attended Tulane University, and has an affinity for visiting Iowa that is rooted in his graduation from Iowa State University.

In his own words:
“No, I’m not a lawyer. I deal with legally grounded information, but really my job is to bridge the gap between the company and the attorney. By the time most companies talk to the attorney, major damage has already been done. I’m into prevention, not pain. Pain is an effective motivator, but it’s after the fact. Many of the employment issues that get companies into trouble could have been avoided with some simple preventive management practices. Having learned from the collective experience of thousands of CEOs, frontline managers and HR professionals, I share the preventive practices that improve harmony, add value and keep you out of court.”

You can find out more about Hunter Lott at his website, http://hunterlott.com and you can see him live at the 24th Annual Legal and Legislative Conference on February 25, 2016!

VOLUNTEERS NEEDED
We need FOUR volunteers to help with registration and speaker introductions. If you can assist all day, you will be given free registration to the event and may attend sessions on their downtime.
If interested . . . Please email: LegislativeAction@CISHRM.com
Please welcome the newest members of Central Iowa SHRM!

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Are you interested in volunteering with Central Iowa SHRM? The Membership Committee is looking for volunteers. It is a small time commitment and a great opportunity to get to know other HR professionals in the area! If interested in learning more, please contact Danni Morton, VP of Membership.

CISHRM and the SHRM Foundation would like to **THANK YOU** in advance for all your support we know that will be provided in 2016!

With your support and generous donations, the SHRM Foundation will be able to award over 200 scholarships to deserving HR professionals, award grants for new cutting-edge research and create new strategic thought leadership resources. Please keep your eyes open in the coming months for information regarding our 2016 CISHRM Foundation events as we are excited to present a new twist on these events that will be engaging and a lot of fun!! We hope everyone can find time to participate.

Please remember we could not do it without you!

**THANK YOU** for taking the time to make an impact.

http://www.shrm.org/about/foundation/pages/foundationhome.aspx

*Interested in job postings around Central Iowa? Take a look at the CISHRM [Job Postings](http://www.shrm.org/about/foundation/pages/foundationhome.aspx) page to learn more!*
Sponsorship / Advertising Opportunities

Are you or your company interested in advertising or sponsorship opportunities available with Central Iowa SHRM? If so, please find out more here!

The Workforce Readiness Committee would like to extend a huge THANK YOU to our Sponsors for a Successful 2016 Iowa Career Expo- we had a record year for Employer Registrations and saw over 1,100 Job Seekers throughout the day.