

HR Florida 2008 30th Anniversary Conference & Expo August 25 - 27, 2008

Join us at HR Florida 2008, our 30th Annual HR Florida State Conference & Expo, hosted by the HR Florida State Council, the state affiliate for the Society for Human Resource Management (SHRM.) Our event attracts over 1,500 human resources professionals throughout Florida representing virtually every industry and companies from small business to large industrial centers.

The event will be held at the Rosen Shingle Creek located in the heart of Central Florida.

Headlining this keynote ensemble is acclaimed actor, producer, and leading social activist Danny Glover.

[Click here for more information](#)

Raising the Bar For Wellness Programs

Wellness programs have improved over the years but most are still unable to show substantial improvement in employee health or a significant reduction in cost. Join Dr. Charles Bens as he provides us with tools to use creativity as well as exercising courage in restructuring your organization's wellness programs.



June 18th: 5:30 p.m. - 8:00 p.m.

Centre Club

123 S West Shore Blvd
Tampa, FL 33609



Calling all SPONSORS

We sold out EARLY Last Year! Hurry while the booths are still available!

HR Tampa Annual Expo Legal Conference
September 17th, 2008

We are now accepting Sponsors for this event. Hurry to secure your booth today!

Don't Miss Out

Contact Sharan Backus at (813) 289-6600 or email sharan.backus@floridamoves.com

June 18th

LENNAR

*Raising the Bar for
Wellness*

Dinner

The Centre Club



July 16th



Breakfast

*Preparing for the
21st Century*

The Centre Club





Sponsorship Packages

2008 HR Tampa Expo and Legal Conference

A' La Carte – Pavilion, Tampa, FL

September 17, 2008

<u>(1) Platinum Sponsor - \$3000–(Early Bird 5/30/08) \$2500</u> ◆ One (1) booth in expo hall – in location of choice with banners displayed if provided ◆ Five (5) minutes of microphone time from the podium at the Main Lunch general session. ◆ Sponsor of Lunch with company Table top signage acknowledgement ◆ Four (4) full Conference Registrations including lunch ◆ Logo in Tampa Tribune Conference advertisement ◆ Logo on all major HR Tampa Conference mailings ◆ Logo displayed in on-site conference program ◆ Logo displayed on dual screen set-up at beginning of all general sessions ◆ Full page ad in HR Tampa E-Newsletter ◆ Description of company and products/services (up to 40 words) included in on-site conference program ◆ Sponsorship ribbons for four staff members ◆ Ribbon identifying sponsorship level at booth	<u>(2) Gold Sponsor - \$2500 –(Early Bird 5/30/08) \$2200</u> ◆ One (1) booth in expo hall ◆ Introductions of concurrent speakers and two minute company announcements ◆ One (1) general session announcement from HR Tampa officers thanking company ◆ Two (2) full Conference Registrations including lunch ◆ Breakfast or afternoon Break Table Top signage acknowledgement ◆ Logo in Tampa Tribune Conference advertisement ◆ Logo on all major HR Tampa Conference mailings ◆ Logo displayed in on-site conference program ◆ 1/2 page ad in HR Tampa E-Newsletter ◆ Description of company and products/services (up to 40 words) included in on-site conference program ◆ Sponsorship ribbons for two staff members ◆ Ribbon identifying sponsorship level at booth
<u>(2) Silver Sponsor - \$1500 (Early Bird 5/30/08) \$1200</u> ◆ One (1) booth in expo hall ◆ One (1) general session announcement from HR Tampa officers thanking company ◆ Logo on all major HR Tampa Conference mailings ◆ Logo displayed in on-site conference program ◆ Description of company and products/services (up to 40 words) included in on-site conference program ◆ Post conference participant and vendor lists ◆ Sponsorship ribbons for two staff members ◆ Two conference Lunches provided	<u>(20) Bronze Sponsor - \$900(Early Bird 5/30/08)\$750)</u> ◆ One (1) booth in expo hall ◆ Business Card ad in on-site program ◆ Description of company and products/services (up to 40 words) included in on-site conference program ◆ Post conference participant and vendor lists ◆ Sponsorship ribbons for all staff members ◆ Two conference Lunches provided

Deadlines

Early Bird Rates Expire after 5/30/08

All Sponsorship payments must be received by 7/15/08

Company 40 words must be submitted by 7/15/08 and must be in “Word”

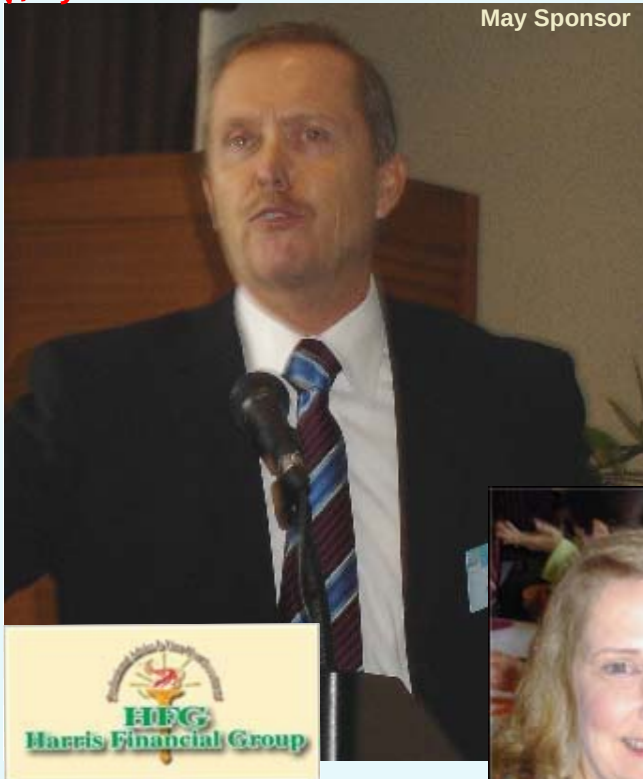
Company Logo must be in Web-ready JPG (15 K max) and received by 7/15/08

Sponsorship Information, contact Sharan Backus (Coldwell Banker) 813-289-6600 or email: sharan.backus@florida.moves.com

May 21st

HR Tampa Breakfast Meeting

May Sponsor



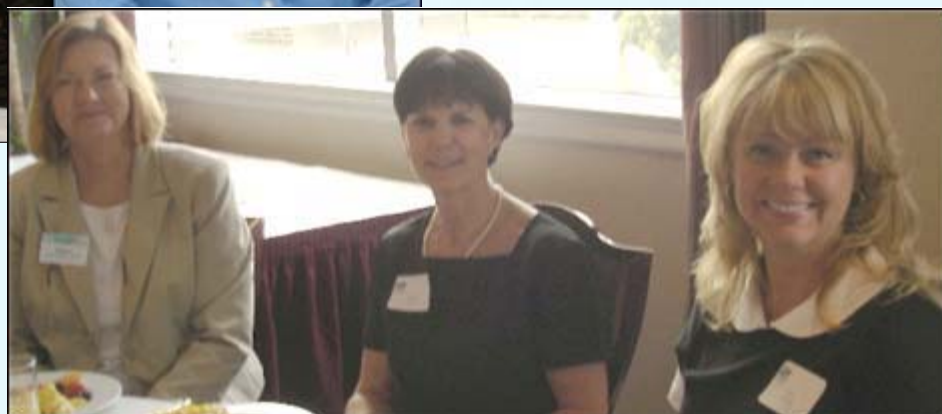
Even Santa loves HR Tampa



New Members, Dr Sherrie Kae & Tana Russell



Karey Holland & Roetta Collier
visit from the Ocala Chapter



HR Tampa is a hit!

May 21st

Recognition Like Mom Used to Make



Speaker Bryan McGrath

Bryan rewards participation



Networking is working



H R Conference



Christine Green

Raffle Winners



These are the four lucky ladies who won tickets to the H R Conference.

HR Basics What Every HR Professional Needs to Know!

HR Basics brings together the fundamentals of HR practice, policies, and employment laws that HR professionals need to know. This section of the SHRM website (located at www.shrm.org/hrresources/basic_published) should be helpful for anyone who is practicing human resource management. Maybe you are new to the field and need some general HR information, or maybe you are a seasoned professional who needs a refresher on a certain area. Either way, HR Basics is the place to go!

Brought to you by the SHRM Knowledge Center, HR Basics covers topics that the SHRM Knowledge Specialists discuss every day with SHRM members. The topics are as follows:

- **Compensation and Benefits**
- **Compliance Issues**
- **Employee Performance**
- **Employee Relations**

- **Employment**
- **Professional Development**
- **Termination/Resignation**
- **Time and Attendance**

A few of the headings under Compensation and Benefits are "Developing a Pay Structure," "Job Analysis Methods," and "Writing Job Descriptions." Under the Compliance Issues heading, you will find a full compliance calendar along with links to every compliance topic. These are just a few of the great topics you will find in HR Basics!

To access this service on behalf of your company, you must be a member of SHRM. If you are not a member, and would like to learn more about the benefits of SHRM, please visit our membership information section at www.shrm.org/join.

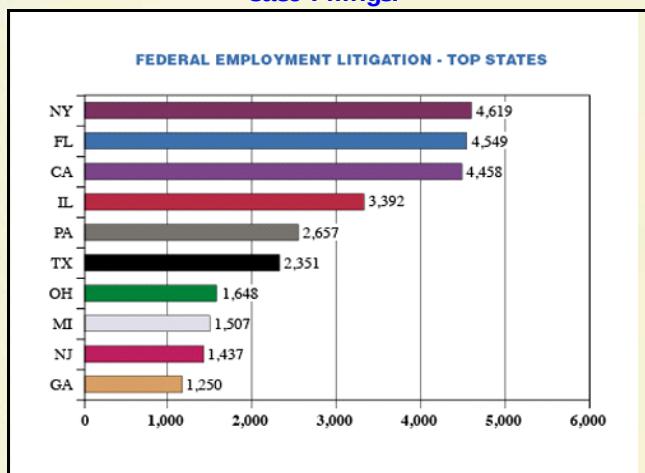
LEGISLATIVE UPDATE

By David Steffen

Some Facts and Figures from 2007

If you noticed an increase in the amount of employment litigation that has developed over the last few months, you are not alone. Recent statistics reveal that employment litigation increased in the 2007 fiscal year. Consistent with these figures, Florida remains a hotbed for employment based litigation. In fact, Florida had the second most federal employment litigation claims filed in the country. Only New York had more federal lawsuits filed in 2007.

Top Ten States for Federal Court Employment Case Filings:



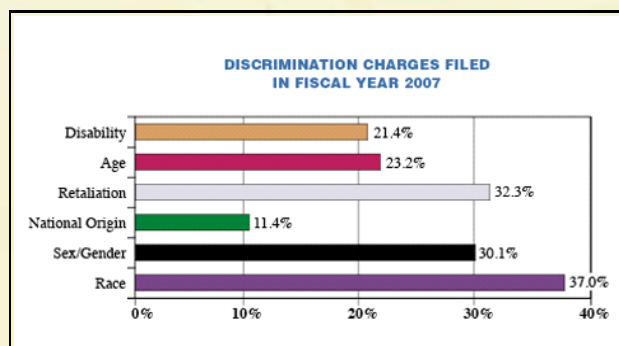
SOURCE: Public Access to Court Electronic Records (PACER)

Based upon the EEOC's statistics tracking charges of discrimination, we can likely expect race discrimination claims to continue to be the most litigated allegations in the near future. In addition, the second most frequently claimed protected category is sex/gender; however, employers also need to ensure that their employees realize the danger of retaliating against co-workers who have engaged in any protected activity. According to the EEOC, retaliation claims were the second most common allegation contained in all of the charges of discrimination filed in 2007. Consequently, human resources personnel must ensure that all employees

recognize the potential damage they can cause to a company if they retaliate against an employee who they believe has unfounded complaints of harassment or discrimination. This is more important now than in years past, as the United States Supreme Court established a more employer friendly retaliation standard in 2006.



Fiscal Year Charge Statistics:



SOURCE: U.S. Equal Employment Opportunity Commission (percentages add up to more than 100% because of charges based on multiple grounds)

While Florida employers are at risk for discrimination and retaliation lawsuits, Florida employers are the most likely targets of wage and hour lawsuits in the country. As many of you know, I constantly preach about the importance of auditing your company's pay practices. Recent statistics support this concern. Last year Florida dominated all other states in claims alleging violations of the Fair Labor Standards Act ("FLSA"). In fact, Florida had 675 more FLSA claims filed than the next nine states combined.



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HR Student Chapter Receives 2008 Merit Award



Congratulations to our Tampa Bay HR Student Chapter for receiving a Merit Award from SHRM! What a huge accomplishment for our student chapter. To celebrate and recognize their achievement the student chapter hosted a networking night and present the members with the Merit Award. Keep up the good work!

Gladys, Toni, Ellie, Stephanie and Sue



Workforce Readiness Mike Levy and Cheryl Brown

Workforce Readiness Group Works to Support Our Community

Our Workforce Readiness Group has set some pretty big goals to achieve this year. Every month HR Tampa's Workforce Readiness Group meets to determine the best way to support our community's efforts to promote a career in human resources at our local high schools, how to help very small businesses, and create ways to get involved with other organizations that help give

back to our community while allowing our members to participate if they have a strong passion for the cause. The members are very serious about making a difference. Stay tuned to see if you would be interested in future volunteer programs that could have a tremendous impact in someone's life. Keep watching for details!



Mike, Cheryl, Rhonda and Sandra



Drowning in an ocean of HR paperwork?

Policy Updates

Employee Acknowledgments

Compliance Changes

Distribution Challenges

Printing Pile-Ups

Language Barriers



Compliance Mark Can Help

See our demo at <http://www.OnlineEmploymentSystems.com>

Or call us at (813) 333-9651

New Members

First Name	Last Name	Cerification	Title	Company
Angelina	Coloma			
Anne	Lanning	PHR		
Audra	Cona		HR/ Payroll Administration	Arbitration Forums, Inc.
Brad	Tamulski			
Christine	Scarpetti			Intuit
Donna	Cacciatore			
Elizabeth	Madry		EAP Independent Contractor	Counseling & Rehabilitation Consulting
Frances	Oneil		Vice President	Faller, Davis & Assoc., Inc.
Joe	Cantrerasl	MBA	District HR Manager	Graybar Electric
Lynn	Tyler	PHR		
Mari	Richardo		HR Generalist	Tampa Bay Workforce Alliance
Phokham	Torres			
Raven	Woodard		HR Manager	Tampa Electric Company
Rebecca	Pessel		Human Resources Manager	
Sherri	Kae		Program Chair, School of Business	Argosy University



The Book Corner

June Book Suggestions

By Daniel T. Bloom



Summer vacations are starting to roll around and the search for that right individual to fulfill your talent needs is beginning to get tougher. In responses the publishers are planning to release 170 titles within the next 30 days. If we can provide more information on any of these titles, please feel free to contact me at (813) 3409-1126 or at dbloom@bordersgroupinc.com.



Here are the titles that HR professionals most likely would find useful in their every day workplace:

Strategic Human Resource Management: A Guide to Action

By Kogan Page

"Strategic Human Resource Management" provides practical guidance on putting complex HR strategies into practice. Presenting HRM strategies that have been formulated and developed by practitioners, academics and consultants, it demonstrates how these can be implemented in a real-world context and in line with business objectives to effect positive and productive change. Substantially updated, the fourth edition includes new material which reflects important developments in HR strategies, including: human capital management, corporate social responsibility, organization development, engagement and talent management. A new feature, the Strategic HR Toolkit, provides guidance on developing HR strategy through a strategic review.

2007 Job Satisfaction: A Survey Report by the Society for Human Resource Management

By SHRM

Providing comprehensive information on valuable workplace factors, this report focuses on the perspectives of both employees and human resource professionals to assess overall job satisfaction. More than 20 aspects are examined, including career development, relationship with management, compensation

and benefits, and work environment. The current results are compared with the most recent job-satisfaction surveys, and changes in respondent perceptions are discussed in detail. Taking industry and organization size into account, this indispensable study also examines the facets of employee age, gender, and tenure.

Finding Needles in a Haystack: Keywords for Finding Top Talent in Resume Databases

By Wendy Enelow

Designed for corporate and staffing firm recruiters, this is the first-ever book of keywords for searching employment databases. Job candidates and their qualifications are stored by the thousands in the records of employers, employment agencies, job boards, and on many other websites, but for recruiters to search efficiently, a strategic approach is essential. This book comes to the rescue with an exhaustive list of industry-specific keywords presented in a logical layout that ensures quick selection and cross-referencing. Additional information includes tips on making an initial action plan and optimizing the results gleaned from each search.

The Essential HR Handbook: A Quick and Handy Resource for Any Manager or HR Professional

By Sharon Armstrong

Whether you are a newly promoted manager, a seasoned business owner, or a human resources professional, knowing the ins and outs of dealing with HR issues is critical to your success. The Essential HR Handbook is a quick-reference guide that sheds light on the issues that keep managers up at night. It is filled with information, tools, tips, checklists, and road maps to guide managers and HR professionals through the maze of people and legal issues, from recruiting and retaining the best employees to terminating poor performers.

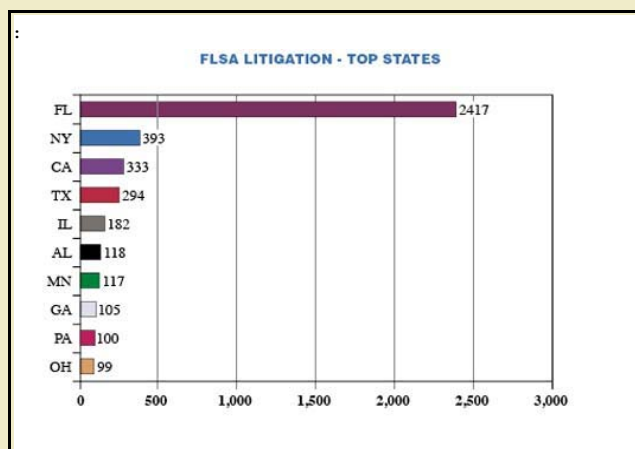


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Legislation

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Top Ten States for FLSA Case Filings:



SOURCE: Public Access to Court Electronic Records (PACER)

While most employers think they are paying people properly or that they will not get sued because everyone in the industry pays its employees the same way, these are not defenses to a wage and hour lawsuit. Plaintiff's firms are trying to file as many wage and hour lawsuits as possible because they have such a high success rate in prosecuting wage claims in comparison to retaliation and discrimination claims. If a plaintiff's attorney collects any money because the defendant failed to properly pay an employee minimum wage or overtime, the company is responsible for paying the employee's attorney's fees. Therefore, it is not uncommon for employees to collect a few hundred dollars in unpaid wages while having to pay the employee's attorney tens of thousands of dollars just to resolve the claim.

As always, if you have any questions about your practices and procedures or would like to discuss anything you have read in this column, feel free to ask me a question at the next chapter meeting.

MEMBERSHIP DIRECTORY UPDATE

Please take the time to update your personal and professional information on your member profile at the membership directory area. It is extremely important we have your current contact information so you will receive updates as they are sent out.

If you would like to volunteer to help at the front desk please contact Jill Conklin by email jconklin@advantec-hr.com.



Announcement

**Attention
HR Tampa Members**

We are constantly looking for new ways to reach out to help our members. If you have used a Diversity Training program and/ or materials that was successful for you, please share your recommendations with other HR Tampa members that are also looking for good materials. We will list your suggestions on the HR Tampa Diversity page, along with your contact information. Members could contact you directly if they wanted to find out more information, and where to purchase the materials from. Let's all work together to encourage diversity in our workplaces!

Contact ddube@azydays.com for information.

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Book Corner

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Life Cycle and Women in Management: Aspects That Limit or Promote Getting to the Top

By Alicia Kaufmann

What are the reasons that prevent women reaching higher level management positions in today's society? "Life Cycle and Women in Management" explores the elements that limit this process, such as those relating to social structure, family and professional socialization in its different levels. An exploratory study, based on in-depth interviews with real managers, it gives a general outlook about society and organizations in the 21st century, examining the problems that occur at the top, and presents a typology of female managers' attitudes according to age. It looks at the possibility of reconciling work and family responsibilities depending on the women's stage in the life cycle, and explores existing stereotypes within organizations regarding women in upper management. Men's attitudes towards female managers are explored, making this a must for both men and women who wish to have a mutual understanding at work.

Working with Difficult People

By AMACOM

This helpful guide defines nine fundamental types of difficult people and gives readers a complete system for opening lines of communication, resolving differences, and avoiding office headaches. This revised edition includes an action plan for preparing for encounters and confrontations as well as all-new verbal self-defense tips, guidance on how to master power dynamics, and ways to differentiate between situational issues and psychological ones. Packed with new, updated information, this is an indispensable guide for dealing with the most difficult people in the workplace.

How to Manage People

By Michael Armstrong

"How to Manage People" is a practical new book from bestselling author Michael Armstrong. A distillation of all his knowledge and experience, it provides advice to managers

and team leaders on how to manage people in their teams, getting the best results from them and dealing with any people problems that may arise. Many managers have to do their job without HR advice, and this book is designed to meet the needs of this group in particular. It covers every aspect that involves getting things done through people, including: leadership, motivating people, team building, delegating, interviewing, managing performance, developing and rewarding people, managing change, and handling people problems. Concise yet comprehensive, "How to Manage People" provides support for every front line manager who wants to get the best results from their staff.

Knowledge Retention: Strategies and Solutions

By Jay Liebowitz

As baby boomers approach retirement age and the work patterns of younger workers constantly change, many organizations worldwide are experiencing a far-reaching "knowledge bleed." Therefore, it is imperative that organizations find ways to best leverage and retain that vital knowledge before workers leave the organization and attrition occurs. Addresses Inevitable Retention Barriers: Knowledge hoarders Biases in judgment disgruntled retirees

Lean Six SIGMA for the Office

By James Martin

Making use of kaizen and Six Sigma concepts, along with lean manufacturing principles, Lean Six Sigma for the Office instructs managers on how they can improve operational efficiency and increase customer satisfaction. Historically, the integration of manufacturing methodologies into the office environment has proven unworkable. As a solution, Six Sigma Guru James Martin presents proven modifications that can be properly deployed in offices, particularly those offices involved with global operations. Utilizing summarizing tables and operational roadmaps, he demonstrates how simple and standardized processes can be adopted to improve efficiency and eliminate costly mistakes.



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Our most popular opportunity is our
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- Your name and contact information on the agenda
- Two free meals for you and a colleague
- A five- to seven-minute infomercial
- Presentation to the membership prior to the main speaker
- Your name and logo (+ link) on the HRTampa website for one month

Call and Reserve Today

Contact: Sharan Backus
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2008

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HR Tampa Annual Expo

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