

Winona, Minnesota

Winona Area SHRM Newsletter

May 2022



### President's Note

By: Rebecca Rowe, SHRM-CP – Winona Area SHRM Chapter President

As many of you know, at the end of 2022, I will no longer be Chapter President & we need someone to fill the role so we can continue to offer programming and resources to our local HR community. Our board needs your help! The time commitment is small, but the opportunities are endless. We have openings for the following roles:

- President-elect (with the intent to become chapter President January 2023)
- Treasurer
- Legislative Representative

If you are interested in learning more about any of these roles, please contact me at [rebecca.rowe@behrens.com](mailto:rebecca.rowe@behrens.com).

Don't forget to register for May's meeting: ***Social Media and the HR Professional: Making Meaningful Connections, Advance Your Career, and Leave your Imprint.***

Tuesday, May 10<sup>th</sup>, 2022, via Zoom from 12:00 p.m. – 1:00 p.m.  
Click [here](#) to register.

Winona Area SHRM has also partnered with the Winona Area Chamber of Commerce to present ***Essential Leadership Tools for Challenging Times Workshop***.

If you are interested in attending, click [here](#).

Use promo code SHRM for a discount!



## ESSENTIAL LEADERSHIP TOOLS FOR CHALLENGING TIMES



NEIL IHDE of  
Life IQ

**25**

OF MAY

8:00-9:30AM

Location TBD

STAY TUNED FOR DETAILS

Our world has experienced some once-in-a-generation challenges and industries and agencies faced a lot of unknowns and complex issues. In the midst of challenges, leaders and organizations need effective tools to strategize, energize, and focus the culture on solutions. Providing a culture that provides equal parts of psychological safety and accountability is essential. Other tools include emphasizing one's identity, vision, values, and history. Change management, transparency, and authentic communication are critical. Throw in some timely decision-making skills and a healthy dose of moxie and resilience, and these challenges soon become another successful chapter in your company's narrative.

**\$30 for Members | \$50 for Non-Members**

A LIGHT BREAKFAST WILL BE PROVIDED  
FOR MORE INFORMATION OR TO SIGN UP:



507.452.2272



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**BROUGHT TO YOU BY:**



## Veterans at Work Certificate Program

Veterans at Work Certificate Program

The Veterans at Work Certificate, developed for HR professionals, hiring managers, and front-line supervisors, is a multi-faceted program from the SHRM Foundation and brought to you with generous support from Comcast NBC Universal. Through the certificate program, you will learn:

- Learn the value that skilled veterans bring to the civilian workplace
- Demonstrate your commitment to attract, hire and retain these talented professionals
- Earn 10 professional development credits toward your SHRM-CP or SHRM-SCP recertification

The Veterans at Work Certificate is completely free and open to all. You do not need to be a SHRM member, and you do not need to hold a SHRM credential to earn this certificate.

To learn more, go to [SHRM's Veterans at Work Certificate Program](#) website.

Join us for a HR discussion in Slack – click [here](#)!



Winona Area SHRM has a Slack channel. Slack is an online platform, specific to Winona Area SHRM where you are able to ask questions, get guidance and ask for feedback from other members of Winona Area SHRM. For our longtime members, you may remember a Yahoo email group that we had been utilizing. Unfortunately, the capabilities of this are limited and were hoping to have an easier way for our members to communicate with each other.

Are you hiring? If you would like to post an HR-related position with Winona Area SHRM for 70+ HR professionals to view, please email [Rebecca Rowe](#). All postings are active for 30 days and can be renewed.

Job postings are included in the upcoming newsletter and all social media outlets.

- HR Internships for companies with a Winona Area SHRM member in good standing – FREE
- HR job postings for companies with a Winona Area SHRM member or other SHRM chapter membership - \$40.00
- HR internships and/or job postings for companies with no Winona Area SHRM or other SHRM Chapter membership - \$60.00



## Winona Area SHRM's Mission, Vision & Values

### Mission – (Why we exist)

The Winona SHRM Chapter is a professional organization that exists to:

- Build and sustain partnerships with human resource and business professionals, to address challenges that influence the effectiveness and sustainability of our organizations and communities.
- Provide a community for human resource and business professionals to share expertise and create innovative solutions on people management issues.
- Proactively provide education and research to human resource and business professionals to enhance our organizations and communities.
- Advance the HR profession through outreach, mentorship, and advocacy.

### Vision – (What we want to be)

To be the leading resource on people management skills.

### Values – (What we stand for)

- Strategic – in our thinking and planning
- Honorable – to our members, our organizations, and our communities
- Respectful – to the SHRM bylaws and legislative guidelines
- Mentorship – guidance and partnering with HR professionals

**People, it's our business!**



## HAL•LEONARD®

### HR Generalist/Safety

The Human Resources (HR) Generalist is responsible for administering a variety of human resource functions including, but not limited to recruiting and interviewing, administration of benefit programs, personnel records and reporting, employee relations, training, workers' compensation, and plant safety policies and programs.

If you are interested in learning more about this opportunity or apply, click [here](#).



Date	Presenter	Topics
May 10, 2022	Paul LaLonde, SHRM-CP	Social Media & the HR Professional: Make Meaningful Connections, Advance Your Career, and Leave Your Imprint
May 25, 2022	Neil Ihde	Essential Leadership Tools for Challenging Times
June 2022	<a href="#">SHRM Annual Conference June 12<sup>th</sup> – June 15<sup>th</sup></a> New Orleans, LA	
July 12, 2022	Justin Terch   Terch & Associates	Workplace Investigations
August 9, 2022	Garrett Jerue   The Insurance Center	Mental Healthcare
September 2022	To Be Determined	
<a href="#">MNSHRM State Conference October 10<sup>th</sup> &amp; 11<sup>th</sup></a> Mystic Lake Casino - Prior Lake, MN		
October 18, 2022		Inclusive Hiring
November 2022	To Be Determined	
December 2022	To Be Determined	

### Using Data to Build Inclusive Teams

*SHRM freelance writer, Paul Bergeron, believes* increasing diversity and inclusion come from good intentions, but words alone aren't enough to get the job done. Business leaders must go beyond good intentions and develop a strategic mindset anchored in data.

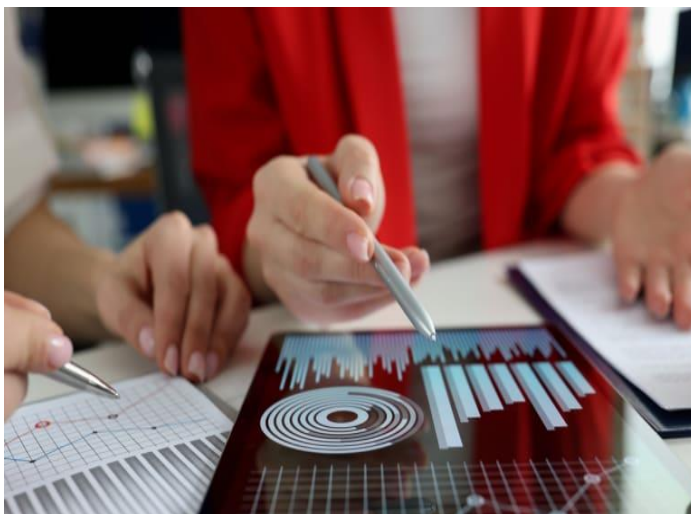
Success will come if employees feel connected to the company. To gauge employee engagement levels, measure whether workers feel their voices matter at work, whether they feel like an important part of the company, whether they feel they belong in their workplace and whether they feel accepted at work.

- Companies should identify diversity and inclusion gaps, target specific issues that need to be addressed, and establish an informed path forward
- Data can help HR professionals explain the value that comes with diversity and inclusion to the C-Suite
- Adding personal stories to your data sets will help your strategies resonate

[READ MORE](#) about the power of using data and personal stories to build inclusive teams.

Source: Paul Bergeron 2021 SHRM

Contact Workforce Readiness Director, Julie Kiehne [jkiehne@winona.edu](mailto:jkiehne@winona.edu) for resources on how to build inclusive teams.



**Legislative Update**

**Beth Ede**

***Form I-9 Procedures Update and Proposed Form I-9 Changes – Important Information***

**Form I-9 Procedures Update**

As shared last month, just a reminder that U.S. Department of Homeland Security (DHS) ends its temporary COVID-related policy allowing employers to use expired List B identity document for I-9 purposes. This includes documents such as driver's licenses and state ID cards. Beginning May 1, 2022, employers will no longer be able to accept expired identity documents when verifying an employee's work eligibility on the Form I-9.

Employers must update – by July 31, 2022 – the I-9s of current employees who presented expired List B documents between May 1, 2020, and April 30, 2022. If the employee who presented an expired List B document is still employed, they must provide an unexpired document that establishes identity – either a different unexpired List B document or an unexpired List A document. If an employee no longer is employed, no action is required.

The DHS further announced that due to ongoing precautions related to COVID-19, they have extended the Form I-9 flexibility to obtain, remotely inspect, and retain copies of the identity and employment eligibility documents to complete Section 2 of Form I-9. This extension is now through October 31, 2022. Note that certain restrictions apply, so please review the information [HERE](#).

**Proposed Form I-9 Changes**

The DHS is in the process of overhauling the Form I-9 by the time it's set to expire on October 31, 2022. Proposed changes include:

- Compressing Sections 1 and 2 from two pages to one
- Moving Section 3 to a separate supplement (a stand-alone section which only accessed if needed)
- Updating the List of Acceptable Documents to include a link to List C documents issued by the DHS
- Reducing and simplifying the form's instructions to about half the length
- Removing electronic PDF enhancements to ensure the form can be completed on all electronic devices
- Potential removal of the N/A requirement

You are encouraged to make comment on the proposed changes by submitting public comment by May 31, 2022. You can do that [HERE](#).

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