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May Meeting Information

ADA Compliance / Issues

Becki Hoff,
ND Division of Vocational
Rehabilitation

May 9, 2019
11:30 am MT
Lady J's Restaurant & Catering

May Meeting

Becki Hoff will present on Employer Compliance with the American with Disabilities Act for our May meeting. Becki is the Vocational Rehabilitation Regional Administrator for Region VIII of the ND Division of Vocational Rehabilitation. She will discuss common issues employers face relating to the American with Disabilities Act. Topics will include: effective communication, employment, hiring, job qualifications, hiring, medical exams, physical access, reasonable accommodations, reasonable modifications, service animals and tax incentives.

Main objectives include:

1. To understand the basic provisions of the ADA relating to employment.
2. Basic ADA issues relating to hiring .
3. Recognizing possible requests for reasonable accommodations.
4. Available resources.

Becki has worked as a Licensed Social Worker in the medical/mental health field 16 years, then as a case manager for severely mentally ill individuals. She has been employed with North Dakota Vocational Rehabilitation as a Counselor for 9 years and for the past 2 years as the Supervisor of the local office. ■



Are You Attending SAHRA in May?

Please RSVP for the meeting by clicking [HERE](#). This month's lunch menu includes: Beef Roulades (beef with stuffing & gravy), mashed potatoes, green beans, roll, lemonade & coffee. \$12 per person includes tax and tip. Credit card or cash accepted with advance RSVP; no checks please. ■

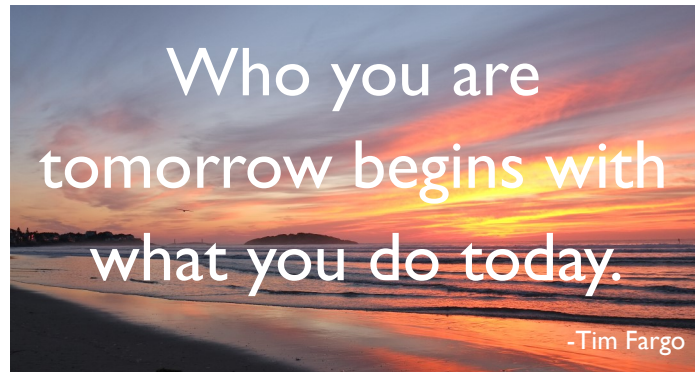


Like us on Facebook!

SAHRA is on Facebook! For updates and reminders on SAHRA events and activities, LIKE us on Facebook.



President's Message



Society for Human Resource Management

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Thank You!

Thank you for your contributions to this edition of the SAHRA Newsletter.

Southwest Area Human Resource Association

This newsletter is a publication of the Southwest Area Human Resource Association Chapter #0571
 PO Box 132 • Dickinson ND 58601
<http://ndsahra.shrm.org>
 Newsletter Editor: Carrie Zubke

Treasurer's Report

Southwest Area Human Resource Assoc
 April, 2019

New Statement Balance				\$13,776.39
Current Checks /	4/19/2019	Interest earned		\$0.11
	3/29/2019	Brickhouse	Past President/Board Member Gift	(\$100.00)
	4/2/2019	Deposit	Membership Dues	\$460.00
	4/2/2019	Deposit	ND State Council-2019 Speaker Sponsorship	\$300.00
	4/12/2019	Lady J's	Speaker Meal	(\$12.00)
	4/12/2019	April Frank	SAHRA Table Covering	(\$182.88)
Compare to ending bank statement balance		\$14,241.62		
Outstanding Checks / Deposits		None		
TOTAL:				\$14,241.62

SAHRA Board Minutes

April 11, 2019

Present: Kathleen Obritsch, DeEll Jordre, Alison Johnson, Sarita Haag, Melissa Stoltz, April Frank, Lynae Harper, Carissa Suter, and Krissy Kilwein. Absent: and Amanda Pearson.

President Carissa Suter called the meeting to order.

April Frank motioned to approve the March treasurer's report. Sarita Haag seconded. Motion carried.

Lynae Harper motioned to approve the March board minutes. Melissa Stoltz seconded. Motion carried.

Newsletter: The April newsletter was posted on the website and an email notification was sent to all registered members.

COMMITTEE REPORTS:

Program-Lynae Harper: Board discussed upcoming tentative programs:

April- WSI 101 and Updates

May- Vocational Rehab

June- Bismarck Cancer Center

July- Benefits and Insurance

Board discussed the potential to host a live presentation webinar for members. This would allow the membership to access a deeper pool of presenters from across the US on a variety of topics, as well as provide opportunities for out of town members

who are unable to travel that month. Board agreed to look at a winter month for a trial.

TrainND and the State Council are unable to assist with financial support for a speaker due to budget restraints. Board to continue to identify speakers and/or sponsorship opportunities.

Diversity-Alison Johnson: Alison has identified a speaker from DSU to present on diversity; working on confirming either August or September for this presentation.

Certification-Carrie Zubke: No report.

Foundation-Sarita Haag: Monthly raffle basket was donated by Krissy Kilwein. Board will be doing a larger basket for May themed "Summer Reading," Each board member to provide a book of variety of interests to fill the basket. If anyone is interested or able to help support the monthly basket to please let Sarita know.

Membership-Melissa Stoltz: Two new members to vote in at the membership meeting- Allison Engelhart with Southwest Healthcare Services and Tera Fried with West River Health Services. Melissa indicated that the membership list has been scrubbed and she is in the process of sending reminders to the non-renewed members.

Public Affairs/Technology- Krissy Kilwein: Ideas were presented for promotional based items for speaker gifts.

(Continued on page 4)

Southwest Area Human Resource Association Board of Directors

President:

Carissa Suter, SHRM-CP
McKenzie Electric Cooperative, Watford City
csuter@mckenzieelectric.com | 701-870-4110

Past President / SHRM Foundation Director:

Sarita Haag
Continental Resources, Inc., Dickinson
sarita.haag@clr.com | 701-764-6582

President Elect / Legislative Director:

April Frank, PHR, SHRM-CP
Dry Bulk Rentals, LLC, Dickinson
aprilhouseholder@yahoo.com | 701-590-2900

Secretary-Treasurer:

DeEll Jordre
Marathon Petroleum, Dickinson
dmjordre@marathonpetroleum.com | 701-456-6912

Certification Director:

Carrie Zubke, SHRM-SCP, SPHR
American Bancor, Ltd., Dickinson
czubke@weareamerican.com | 701-483-3287

Community Relations Director:

Amanda Pearson, SHRM-CP
Patterson-UTI Drilling Company, Dickinson
amanda.pearson@patenergy.com | 701-260-2852

Diversity Director:

Alison Johnson
Dickinson T-R Regional Airport, Dickinson
ajohnson@dickinsonairport.com | 701-483-1042

Membership Director:

Melissa Stoltz, SHRM-SCP
a_mstoltz@yahoo.com | 701-260-3729

Program Director:

Lynae Harper, SHRM-CP
Whiting Oil and Gas, Dickinson
lynae.harper@whiting.com

Public Relations / Technology Director:

Krissy Kilwein
Dickinson State University, Dickinson
krissy.kilwein@dickinsonstate.edu | 701-483-2530

Workforce Readiness Director:

Kathleen Obritsch
Dickinson State University, Dickinson
kathleen.obritsch@dickinsonstate.edu | 701-483-2541

SAHRA Meeting Minutes

April 11, 2019

Present: April Frank, Sarita Haag, Melissa Stoltz, Kathleen Obritsch, Krissy Kilwein, Leann Beaudoin, Cindy Fetch, Nancy Lantz, Rosie Jahner, Aimee Kovash, Tiffany Benner, Ashley Swanson, Lynae Harper, Tammy Haugen, Marie Bittner, Mary Anderson, Linda Krebs, Vicky Honcharenko, Ali Huber, Shelly Nameniuk, Rebecca Howe, Kristen Coleman, and DeEll Jordre.

Carissa Suter called the meeting to order and welcomed all guests.

The chapter meeting minutes from March were included in the April newsletter. A motion to approve the minutes was made

by April Frank. Seconded by Sarita Haag. Motion passed.

The treasurer's report for March was included in the monthly newsletter.

April Frank made a motion to approve new member applications from Allison Engelhart with Southwest Healthcare Services and Tera Fried with West River Health Services. Marie Bittner seconded, motion carried.

COMMITTEE REPORTS:
No committee reports were discussed.

OLD BUSINESS:
Membership was reminded of the Veteran's Certification that SHRM now

offers. This is a self-paced course worth 10 continuing education credits.

NEW BUSINESS:
No new business was discussed.

PROGRAM:
WSI 101- Kent Mortenson with ND Workforce Safety and Insurance

The meeting adjourned. ■

Minutes submitted by:
DeEll Jordre, Secretary/Treasurer

Approved by:
Carissa Suter, President

SAHRA Board Minutes

(Continued from page 3)

Workforce Readiness-Kathleen Obritsch: Career Day with DSU was a success. A group of SAHRA members completed an outreach event by presenting at the "HR Table" which gave leaders an opportunity to connect with students on how to properly prepare for an interview, common mistakes, what questions to be prepared for and how to best answer questions being asked.

Community Relations- Amanda Pearson: Volunteers have been identified. Thank you to all those who are able to help. SAHRA will assist with the Dickinson Backpack Program on 4/11 and 5/2.

Secretary/Treasurer- DeEll Jordre: Signature card information has been prepared; requested to meet with Carissa and April to finalize after the meeting.

OLD BUSINESS:
Thank you gifts for DeAnn Scheeler, Past President, and Ebeltoft-Sickler for newsletter contributions were purchased.

April has been working on verifying that our members have been receiving our communications. She was able to identify a few concerns with receiving messages through member's firewall set up, incorrect information, setup, etc.

April reported on the previous State Council meeting. April indicated that the State Council will be here on July 11th. Board discussed logistic items to be addressed for the State Council meeting (room block, conference abilities, etc).

NEW BUSINESS:
No new business was discussed.

Meeting adjourned. ■

Submitted by:
DeEll Jordre, Secretary/Treasurer

Approved by:
Carissa Suter, President

SHRM Foundation Raffle Summer Reading Basket!

Remember that stellar wine basket raffle we had? We had such great success, we want to try something similar. We've got a phenomenal "Summer Reading" basket for the month of May! The Board has donated a variety of books for your summer reading pleasure! Bring your dollars and may the luckiest member win! For each \$1 donation to the SHRM Foundation, your name will be entered into the raffle drawing for a prize. Drawing to be held May 9, 2019 at the SAHRA meeting. Thank you for your support of the SHRM Foundation!

Permit #18-47

If you or your business would be interested in donating an item for the SHRM Foundation Fundraiser, please contact: Sarita Haag, SAHRA Past President / Foundation Director.



Pack the Backpacks

Thank you to the SAHRA members who volunteered their time for the Dickinson Backpack Program, preparing healthy snacks and meal options for local students in need. SAHRA members volunteered on March 14, April 11 and May 2. Volunteers included April Frank, DeEll Jordre, Melissa Stoltz, Carrie Zubke, Amanda Pearson, Lynae Harper, Alison Johnson, Kim Heidt, Amanda Heidt, Brandon Sickler, and Tiffany Benner. Shown below is a group of volunteers from the April 11th session. ■



SAHRA Spotlight

Mary Anderson

SAHRA welcomes Mary Anderson! Many of you know Mary as she is the Executive Director of ABLE, Inc. and has been with that organization for 34 years. She has been a part of many community groups with most recent involvements with Rotary and The Power of 100 Women. She lives in Dickinson with her husband Rick and has 3 children: Kendra, Kaleb and Keely. Welcome to SAHRA! ■



1. Anderson, Mary-ABLE, Inc., Dickinson
2. Beaudoin, Leann-Southwest Water Authority, Dickinson
3. Benner, Tiffany-Steffes Corporation, Dickinson
4. Bittner, Marie-CBIZ Benefits, Glen Ullin
5. Cloutier, Jon*-St Luke's Nursing Home, Dickinson
6. Coleman, Kristen—Titan Energy Services, Dickinson
7. Cook, Lindsey, SHRM-CP*, PHR- Creek Energy Services, Dickinson
8. Engelhart, Allison-Southwest Healthcare Services, Bowman
9. Fetch, Cindy – Southwest Water Authority, Dickinson
10. Fox, Etta-Sax Motor Co., Dickinson
11. Frank, April, SHRM-CP, PHR* - Dry Bulk Rentals, LLC, Dickinson
12. Fried, Tera-West River Health Services, Hettinger
13. Haag, Sarita*-Continental Resources, Inc., Killdeer
14. Hanson, Shelly* - Fisher Industries, Dickinson
15. Harper, Lynae, SHRM-CP*-Whiting Oil & Gas, Dickinson
16. Haugen, Tammy-Marathon Petroleum, Dickinson
17. Honcharenko, Vicky-American Bancor, Ltd., Dickinson
18. Howe, Rebecca, SPHR, SHRM-SCP*- Titan Energy Services, Dickinson
19. Huber, Ali-City of Dickinson
20. Jahner, Zach - Baker Boy, Dickinson
21. Jirges, Karen*-Ebeltoft . Sickler . Lawyers, Dickinson
22. Johnson, Alison-Theodore Roosevelt Regional Airport, Dickinson
23. Jordre, DeEll* - Marathon Petroleum, Dickinson
24. Kilwein, Krissy*-Dickinson State University, Dickinson
25. Kovash, Aimee - Job Service North Dakota, Dickinson
26. Krebs, Linda, SHRM-CP*-Stark County, Dickinson
27. Lantz, Nancy - Southwestern District Health Unit, Dickinson
28. Lengowski, Susan*- St. Benedict's Health Center, Dickinson
29. Lorge, Dorene, SHRM-CP*-Dakota Western Bank, Bowman
30. Mann, Allison-Ebeltoft . Sickler . Lawyers, Dickinson
31. Massad, Mary* - SW Water Authority, Dickinson
32. Messer, Jennefer, SHRM-SCP*- Fisher Industries, Dickinson
33. Murtha, Janilyn, SHRM-SCP*–City of Dickinson, ND
34. Nameniuk, Shelly*- City of Dickinson, ND
35. Oase, Matt*-City of Killdeer, ND
36. Obritsch, Kathleen - Sysko Business Solutions, Dickinson
37. Olson, Hanna-Baker Boy, Dickinson
38. Pavlicek, Pam, PHR - Southwest Grain, Dickinson
39. Pearson, Amanda, SHRM-CP*-Patterson-UTI Drilling Company, Dickinson
40. Reiger-Kempenich, Cindy-Sackman Electric & Controls, Dickinson
41. Roller, Sue, SPHR, SHRM-SCP*- Baker Boy, Dickinson
42. Stoltz, Melissa, SHRM-SCP*- Dickinson
43. Suter, Carissa*-SHRM-CP, McKenzie Electric Cooperative, Watford City
44. Tuhy, Shar - American Bank Center, Dickinson
45. Turner, Sara-Dickinson Parks & Recreation, Dickinson
46. Tysver, Danita - Stark County Development, Dickinson
47. Working, Suzanne-White Owl Energy Services, Dickinson
48. Ziebarth, Jessica-First National Bank & Trust, Williston
49. Zubke, Carrie, SPHR, SHRM-SCP*- American Bancor, Ltd., Dickinson

* - indicates SHRM National Membership

PHR indicates HRCI's Professional in Human Resources certification

SPHR indicates HRCI's Senior Professional in Human Resources certification

SHRM-CP indicates SHRM's Certified Professional certification

SHRM-SCP indicates SHRM's Senior Certified Professional certification