

HR Express

2017 Chapter Excel Award

Dear Chapter President:

On behalf of the Society for Human Resource Management, I am pleased to confirm that your chapter **has been awarded the 2017 Platinum Excel Award**. This award recognizes outstanding achievements in chapter operations and a commitment to providing meaningful programs and services to your members. It also is

recognition of your continued growth and development as a business leader, capable of developing strategies that lead to business success! We are very proud of your leadership, and thank you for your continued partnership with SHRM.



Kimberly Weaver



LSHRM Fall Legal Update

September 11, 2018

8:00am – 4:00pm (breakfast/registration beginning at 7:30am)
IU13 Training & Conference Center

Jonathan Segal, Partner and Managing Principal, Duane Morris Institute, returns as the keynote speaker for this all day event. He will open the day with a review of today's hot topics in employment law. He will set the stage for an outstanding line-up of presenters who will take a closer look at some of the important issues HR professionals are facing. Calculating compensable hours can be challenging!

Jane E'Del, Community Outreach & Resource Planning Specialist, Wage & Hour and Kathy MacNett, Esquire Skarlatos Zonarich, LLC will discuss the common mistakes that DOL investigators are finding.

Theresa Mongiovi, Esquire and Angela Sanders, Esquire, Brubaker Connaughton Goss & Lucarelli, LLC will present a creative and interactive approach to harassment and discrimination training, based on the EEOC's recommendations for meaningful and effective training. 28 years after the Americans with Disabilities Act became law, it still causes confusion and discomfort for many HR professionals.

Wanda Whare, Esquire, Nikolaus & Hohenadel, LLP will provide a review of issues and accommodations under the ADA.

Jill Welch, Partner, Barley Snyder rounds out the day with a presentation to address what's new and what's trending in leave laws. From unpaid leave to unlimited leave to donated PTO plus what's happening at the State level. Registration is open. Visit www.lancastershrm.org today. You must register by 9/04/18 to secure your seat!



Jonathan A. Segal is a partner at Duane Morris LLP in the Employment, Labor, Benefits and Immigration Practice Group. He is also the managing principal of the Duane Morris Institute. The Duane Morris Institute provides training for human resource professionals, in-house counsel, benefits administrators and managers at Duane Morris, at client sites and by way of webinar on myriad employment, labor, benefits and immigration matters. Jonathan has provided training to federal judges on harassment and other forms of bias. Jonathan also was appointed by the EEOC to its Select Task Force on Harassment. Jonathan is an active member of the Society for Human Resource Management and writes and speaks extensively for HR, legal and business groups on, among other issues, gender bias in general and sexual and other harassment in particular.

Upcoming Breakfast Programs



October 9th – Retention Strategies
November 13th – Performance Management
December 11th – Retirement Planning

Don't miss out on the great programs
LSHRM has to offer this year!!

Employer Best Practices Prevent Sexual Harassment, Discrimination and Retaliation

On April 24, 2018, **Theresa Mongiovi**, LSHRM President and Partner and Chair of Employment and Labor Department at Brubaker Connaughton Goss & Lucarelli LLC, provided testimony before the House Labor and Industry Committee Regarding Employer Best Practices to Prevent Sexual Harassment, Discrimination and Retaliation. Following are links to her full written testimony for your own education.



[Click Here to view her full testimony](#)

PA State Council Needs Help

Staffing is needed for the PA SHRM Student Conference and Student Games Competition at Penn State Main Campus on September 21-22.

They are looking for your assistance in a couple of ways:

1. We need to get the word out to the student chapters at the universities and colleges in our area that we will be holding the PA SHRM Student Conference in September. Along with the Student Conference, we will be also having a Student Games Competition (in the form of the game Jeopardy). The Student Conference follows the PA SHRM State Conference.
2. We are looking for volunteers to help with the Student Conference and Student Games Competition. Depending on the number of student chapters participating in the competition (there are 32 student chapters in Pennsylvania), we would need at least 64 volunteers if all the student chapters participate!
3. If you're planning to attend the PA State Conference on September 20-21, it would be great if you could stay for the reception on the 21st and network with the students and volunteer at the Student Conference on the 22nd.



Congratulations LSHRM Scholarship Winners!

High School Recipient:

Zachary Beale is a 2018 graduate from Warwick High School and will be attending Marywood University for Architecture. Zachary is the son of an LSHRM member, Vicki Beale.

College Student Recipient:

Julie Bianco will be attending Penn State Harrisburg for her BS in Nursing. Graduating class of 2019. Julie is the daughter of an LSHRM member, Heidi Bianco.

Leadership Lancaster:

Amy Malay is the Director of Team Development at Ambassador Advisors, LLC and a current member of LSHRM.



LSHRM Needs Your Opinion

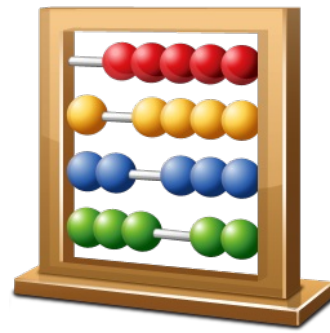
The LSHRM Communications & Connections Committees need your help! Please assist us by taking the SHORT survey, linked below. This survey will help us to determine the best social media platforms to use, so that we can reach all members.



<https://www.surveymonkey.com/r/FZMM6SM>

We thank you for your support and dedication to the Lancaster SHRM organization. Our goal is to better serve you, the companies you work with and the communities you work/live in. Communicating with our members and finding innovative ways to do so, will help us reach our goals!

**REVIEW:
Stay Calm
and
Follow the Golden Rule:
Document!**



On May 16, 2018, Attorney Anne Zerbe, Esquire CGA Law Firm presented on “The Importance of Documentation in the Corrective Action Process.”

No Documentation is Bad
Not All Documentation is Good

Start with your Employee Handbook.
Outline the rules, state your expectations and be consistent in applying progressive discipline.

Step 1- What Went Wrong?
Step 2- What is the Authority?
Step 3- What is the Plan?

Make your plan clear. Say what you expect. Put it in writing. It may be best to include a timetable.

Keep in mind, how you've treated others in similar situations. (Comparative Evidence)
To Comment or not to Comment?

- Allowing the employee to comment on the disciplinary action is recommended

The goal of progressive discipline is to improve the employee's performance. It's our responsibility as employers to ask, “What resources would help you?” Do not comment on protected leave during a disciplinary discussion or at the time of a performance review.

It's important that your documents support your actions when it comes to the Unemployment Compensation Hearing, the Pennsylvania Human Relations Commission, Equal Employment Opportunity Commission, and the Worker's Compensation Commission. The right documentation can save you from being in front of a jury!

May 16, 2018 Brown Bag Lunch

Kimberly Ellis
Director of Human Resources

April/May/June 2018 New Members



First Name	Last Name	Company	Position
Renee	Peabody	MVE Group, Inc	HR/Payroll Administrator
Amy	Pope	Visiting Angels	HR Generalist
James	Lucy	Lancaster Health Center	Director of Human Resources
Cynthia	McKowen	York County Library System	Director of Humn Resources
Nancy	Eshleman	Brethren Village	VP HR
Brianna	Holmes	Cooper-Booth Wholesale Co	HR Representative
Brittany	Fritz	Armstrong Flooring	HR Business Partner
Daphne	Hathaway	Irex Corporation	Director of Human Resources
Jason	Hall	Supreme Corporation	HR Manager
Thomas	Sponsler	Ecore	Learning & Development Manager
Cenita	Myers	Community Action Partnership	HR Specialist
Linda	Saylor	Lancaster Archery Supply	HR Generalist
Tracey	Shifflett	BN Excavating	Administrative Assistant
Matthew	Zander	PeopleShare	Branch Manager
Kristin	Penca	Environmental Recovery Corp	HR Generalist
Justin	Boltz	Paylocity	HCM Account Executive
Sara	Kennedy	Philadelphia Mixing Solutions	HR Director
Kedren	Crosby	Work Wisdom LLC	President
Rebecca	Yarrison	In Transition	Human Resources
Greg	Esh	Goodhart Sons Inc.	Director of Safety & HR
Jacqualyn	Shultz	Armstrong Flooring	Sr Administrative Asst, HR

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Lancaster SHRM

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