

## Central Illinois Human Resources Group (CiHRG)

### Board Meeting Minutes

The CiHRG Board members and chairpersons met on February 28, 2007 at 3:30pm at the Champaign County Chamber of Commerce Office.

Present: President – Eric Ferguson  
Secretary – Sue Key  
Treasurer – Tammy Hoggatt  
Legislative Chairperson – Ron Gremore  
Student Chapter Chairperson – Stacey Cultra  
Conference Chairperson – Nicole Severado  
Workforce Readiness Chairperson – Cathy McArthur  
Professional Development Chairperson – Beth Wileaver  
Diversity Chairperson – Greg Gonda

Absent: President-Elect – Del Angelo  
Membership Chairperson – Tracey Fairchild  
Public Relations Chairperson – Tonya Jones

President Eric Ferguson called the meeting to order. Eric recommended to Chairpersons to look at the SHRM website for ideas. Eric also asked that Tammy, Sue and Tracey look at Google Docs that he set up for sharing member information. Eric also noted that he included the list of action items on the Agenda.

#### Successes:

- Ron Gremore announced that he has finished training the new HR Director for the Champaign County Nursing Home, she's up and running. Ron stated that he was privileged to be part of that process.
- Beth announced that Tammy achieved her SPHR!
- Eric called senior HR members of group

Beth Wileaver asked that we each verify that we have her correct email address:  
[bwileaver@horizonhobby.com](mailto:bwileaver@horizonhobby.com).

Springfield and Bloomington HR groups want to combine with us for the wage survey.

Motion to approve minutes from January Board and Strategic Planning meeting with couple of corrections that Eric sent to Sue Key. All in favor.

### COMMITTEE REPORTS

#### Professional Development Chairperson – Beth Wileaver

19 participants in study group (members, non-members and students); \$518 for facilitator guide because we had so many people; holding weekly meetings (Monday @ Parkland College from March 19<sup>th</sup> to May 7<sup>th</sup>); need to line up facilitators for each session

Issue with pre-certifying individual meetings; several challenges: must submit 30 days in advance of meeting, hard to get all the information from the speaker (need bio and outline). Discussed becoming a certified provider, have to complete forms, if certified will remain certified for three years (for cost of \$300), a little over \$100 a year (\$10 per meeting); if we pursue Beth would act as HRCI and we would have to be tougher to assure we meet the required body of knowledge.

CiHRG Board approved to submit application and funds (\$300) to become a certified provider. It was noted that should we submit and be rejected there is a \$50 processing fee.

CAP tracking certificate program, Beth needs data from 2006.

**Workforce Readiness Chairperson – Cathy McArthur**

Distributed description of Workforce Readiness Advocate. Cathy will condense down and send to Board to review.

Annual Workforce Awards: Thursday, April 26 @ Holiday Inn; would be ideal if CiHRG presented an award; various options were discussed, decided that Cathy would write up a notice to membership for the March newsletter for nominations of companies or organizations that do a great job with workforce readiness. The CiHRG Board would review nominations, check references. Discussed contacting local TV/radio (Doug Quick Ch. 15, Community Service calendar; Anne Dill WCIA)

Mini job fair (not so mini anymore), handed out flyer. Always first Friday, promote to CiHRG members, Cathy to write a blurb for newsletter with Board endorsement.

**Conference Chairperson – Nicole Severado**

Handouts distributed of registration form, speaker is booked for April 10<sup>th</sup>. Usually charges \$6000, got him to come down to \$5000. Swindall wants to invite up to 5 clients (Eric asked Board for approval, 8 agreed, 1 opposed, to allow up to 5 clients to attend for free.)

Sponsorships: Barham benefits, AFSI, Ford, Express Personnel; try to get with Federal Moving Company (?who)

Clarification – the ½ day seminar is not a free guest eligible meeting

Nicole working with Tonya on putting seminar in March and April newsletter

**Legislative Chairperson – Ron Gremore**

Ron requested approval to spend \$6 for Roster of State Government Officials and \$45 for Almanac of Illinois Politics. All approved.

Added Jeff Fago to the Legislative Committee.

Reminder that last meeting discussed an OFCCP follow up (what is an internet applicant)

Still pursuing taskforce of CiHRG for wellness, Ron to call people on behalf of the Board

**Student Chapter Chairperson – Stacey Cultra**

No report

**Diversity Chairperson – Greg Gonda**

No report

**OFFICER REPORTS**

**Secretary – Sue Key**

No report

**Treasurer – Tammy Hoggatt**

Distributed Treasurer's report, per request from last meeting, added the budget amounts to the report. All approved the reports

**President – Eric Ferguson**

Mailing address for CiHRG? PO Box will cost \$40/year. All agreed.

Put a where are they now in the newsletter, Eric received this suggestion.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**March 2007 Meeting**

CiHRG – Tuesday, March 13, 2007, 11-1:30pm

CiHRG BOARD – Wednesday, March 28, 2007 3:30pm

## **Adjournment**

The meeting adjourned at 5:05pm

Submitted by Sue Key, PHR  
CiHRG Secretary

Action Items to add to list:

Eric: talk with Tonya about contacting TV/Radio to promote the Workforce Readiness award

Eric: get PO Box

Chairpersons: look at SHRM website for ideas

Sue, Tammy, Tracey: look at Google Docs spreadsheet for sharing member information

Sue Key: Make sure Tonya has correct email for Beth (and check website too)

Sue Key: make corrections to January minutes and send to Renee to post on website.

Sue Key: send 2006 list to Beth for who is certified

Beth Wileaver: complete paperwork for becoming a certified provider

Tammy Hoggatt: budget \$300 for submitting paperwork to be a certified provider

Cathy McArthur: condense down Workforce Readiness description and send to Board and Chairs to review

Cathy McArthur: write up article for March CiHRG Newsletter for Workforce Readiness Award

Cathy McArthur: write up blurb for newsletter regarding job fair w/ Board endorsement

Ron Gremore: \$51 to purchase two books

Ron Gremore: OFCCP follow up on what is an internet applicant

Ron Gremore: wellness task force; contacting members for participation on behalf of the Board