

Healthcare Human Resources Association of Minnesota - An Affiliated Chapter of ASHHRA - American Society for Healthcare Human Resources Administration & American Hospital Association



Letter from the President

By Chad Engstrom

Happy Holidays! I was happy to see so many of you at the Fall Conference focusing on “HR... Your Organization’s Special Team.” As always, the conference is a great time to reconnect with members. Information on the 2020 conferences are included in this newsletter. Over the holidays, I hope you are able to take some time away and enjoy spending time with family and friends. For many of us we have received a good amount of snow already making it likely that we will have a white holiday season.

It is the perfect time to reflect on our many HHRAM accomplishments over the past year. We had eight goals, some of them lofty, and I am pleased to report that we were able to achieve them all. Indeed, it has been a busy, fun year! It has been a pleasure serving as the HHRAM president this year and I look forward to the year ahead.

2019 Goals:

1. Treasurer goal - Research bank to see if we can take credit cards for business partners and what that would cost HHRAM. Decrease credit card costs/fees, research bank options to see if there is a bank with better/less fees. Completed:
 - HHRAM will be offering the option for Business Partners to pay by Credit Card in 2020. We hope this is helpful going forward. We will continue with our current bank and credit card processing from the Wild Apricot system since it is still the most cost effective.
2. Website update - More interactive to add value, one log in, updated by May 1, 2019. Develop a plan for technical support. Completed:
 - I hope you were able to utilize our new and improved features on our website. If you haven’t please visit <https://hhram.org/>. Also, please consider registering for the spring conference utilizing the website.
3. Template for Chapter Management - This would include what we have submitted in the past, what documents we used and where to find them. Completed:

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- A Chapter Management manual was created to use as a guide going forward in completing the Chapter Management report each year. This is complete with examples of past projects submitted under each section and how to find them. This information exists both manually and electronically.
4. Survey partners and develop and implement plan by 3/31/2019. Recruit new Business partners to help strengthen and support HHRAM, Retain current Business Partners. Completed:
 - Business Partners were asked for their feedback via an electronic survey. Results were shared with the board and membership which then developed into next steps and an action plan was created.
 5. Membership - Increase membership by 5% or 10 members. This includes diversifying our membership. Completed/In progress:
 - Not only increasing current membership but member retention will continue to be a main focus for the year ahead.
 6. Review and update Job descriptions by September HHRAM Meeting. Completed:
 - All HHRAM job descriptions have been reviewed and updated by the board. As a result of some changes we also updated the Bylaws.
 7. Partner with another chapter for an education offering.
 - Partnered with Kansas to offer a webinar: Managing the Workforce Labor Spend.
 8. Look at Chapter Management being a board role by August board meeting.
 - Job description was created, and position was filled for 2020.

Achieving these goals helps us increase the value of your HHRAM membership, recruit and retain members and business partners and ensure that we continue to strengthen our position as a strong chapter.

Treasurer's Report:

as of 11/30/19

Account #	Income	2019 Budget	2019 Actual
45000	Investments		
45030	Interest-Savings, Short term CD	50.00	132.74
	Total 45000 - Investments	\$ 50.00	\$ 150.75
46400	Other Investments		
46435	ASHHRA Chapter Awards	1,000.00	1,000.00
	Total 46400 - Other Income	\$ 1,000.00	\$ 1,000.00
47200	Program Income		
47245	Salary Survey Revenue Sharing	8,400.00	3,534.43
	Total 47200 - Program Income	\$ 8,400.00	\$ 3,534.43
47230	Membership Dues Income	\$15,000.00	\$10,625.00
49000	Conference Income		
49010	Spring Conference Registrations	10,500.00	6,750.00
49011	Spring Conference Business Partners	20,000.00	24,250.00

49015	Fall Conference Registrations	13,000.00	10,150.00
49016	Fall Conference Business Partners	21,000.00	25,500.00
	Total 49000 - Conference Income	\$ 64,500.00	\$ 66,650.00
	Total Income	\$ 88,950.00	\$ 81,960.18

Account #	Expenses	2019 Budget	2019 Actual
60100	ASHHRA National Conference	\$ 8,000.00	\$ 6,004.16
61000	Conference Expense		
61002	Spring Conference Expense	28,000.00	33,520.37
61003	Fall Conference Expense	35,000.00	38,796.45
	Total 61000 - Conference Expense	\$ 63,000.00	\$ 72,316.82
62100	Contract Services		
62110	Accounting & Management Fees	7,794.36	7,593.60
62150	Outside Contract Services (tax return)	500.00	500.00
	Total 62100 - Contract Services	\$ 8,294.36	\$ 8,093.60
62190	Education	\$ 750.00	\$ 500.00
64000	Membership Expense (ASHHRA dues/misc)	\$ 320.00	\$ 320.00
65000	Operations		
65020	Postage Mailing Service	250.00	144.48
65030	Printing and Copying	250.00	895.69
65040	Supplies, Mileage, Sales Tax	2,800.00	2,262.77
65060	Scholarships (2 Education, 1 ASHHRA, 2 HHRAM)*	3,500.00	2,500.00
65070	Technology	2,700.00	2,752.88
65080	Advertising		
	Total 65000 - Operations	\$ 9,500.00	\$ 8,555.82
65100	Other Expenses		
65100	Other	\$ 150.00	\$ 58.48
65120	Insurance	525.00	
	Total 65100 - Other Expenses	\$ 675.00	\$ 58.48
68300	Travel and Meetings		
68310	Board and Committee Meetings	600.00	354.15
68320	Education Meetings	500.00	-
	Total 68300 - Travel and Meetings	\$ 1,100.00	\$ 354.15
	Total Expense	\$ 91,639.36	\$ 96,203.03

		\$ (2,689.36)	\$ (14,242.85)
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The 2019 budget does have some additional expenses due to some of the goals such as redesign of the website and partnering on educational offerings, potentially ending the year with a deficit. We do have plenty of cash reserve to help cover the website project. In addition, the board had much discussion on ensuring money is spent to bring value back to our members in 2019. We may also see the deficit decrease before the end of the year as members continue to pay their membership dues in December.

2020 New Board Members

We are excited to welcome a new member to our 2020 board. Please join me in welcoming the following board member:

- **2019 Election Results...**

Congratulations to Roxy Heijhal – 2020 President Elect.



Congratulations to Lois Slick – 2020 Treasurer.



- **Welcome Laurie Daniels – Communications and Marketing Director:** Laurie works at North Memorial Ambulatory Surgery Center in Maple Grove, Minnesota where she serves as the Human Resources Director.
- **Welcome Jane Kolias – Salary Survey Coordinator:** Jane works at The University of Minnesota Physicians as the Compensation Manager.

The Rest of the 2020 HHRAM Leadership Line-up

Chad Engstrom	President
Roxy Hejhal	President Elect
Jennifer Gryte	Secretary
Lois Slick	Treasurer
Lisa Smude	Membership Director
Jen Bahe	Education Director
Shannon Demgen	Chapter Management Director New in 2020
Mandy Dobosenski	Social Media Director New in 2020
Paula Wokasch	Business Partner Liaison
Chrissy Draper	Scholarship Coordinator
Jane Kalias	Salary Survey Coordinator
Dave Mandel	Business Partner – Member at Large
Heidi Powell	Member at Large
Rachel Ask	Member at Large

I want to sincerely thank Brad Lindow for leading our Salary Survey for the past 10 plus years. HHRAM is extremely thankful for your years of service! The good news is Brad will still continue a member of the committee. Thank you, Brad for your continued dedication to HHRAM.

HHRAM Board Meeting Dates for 2019

Board meetings alternate between being held by conference call and being held in person in St. Cloud at CentraCare St. Benedict's Senior Community (1810 Minnesota Blvd, St. Cloud) and begin at 10 am. Any member is welcome to attend to see if you would like to get more involved serving the HHRAM chapter. RSVP's are appreciated so that we can have an accurate count for meals.

- January 17th: Conference Call
- February 21th: Conference Call
- March 13th: In Person - CentraCare St. Benedict's Senior Community
- April 17th: Conference Call
- May 13th: In Person – Water Street Inn, Stillwater, MN
- June 19th: Conference Call
- August 14st: In Person – MNGI Corporate Office, Minneapolis, MN
- September 18th: Conference Call
- October 6th: In Person – Pier B Resort on Lake Superior, Duluth, MN
- November 20th: In Person – CentraCare St. Benedict's Senior Community

2020 Spring Conference
May 14th & 15th
Water Street Inn –
Stillwater, Minnesota

“My mission is to transform the global conversation around giving and receiving recognition by providing programs that develop awareness, support authentic communication, and make a tangible difference in people’s lives at work and at home.

Over the last few five years alone, I have worked with more than 7000 managers and employees from around the world to rethink their relationship to giving and receiving recognition and transform the conversation in their workplace to one where people feel fully valued and appreciated every day.”



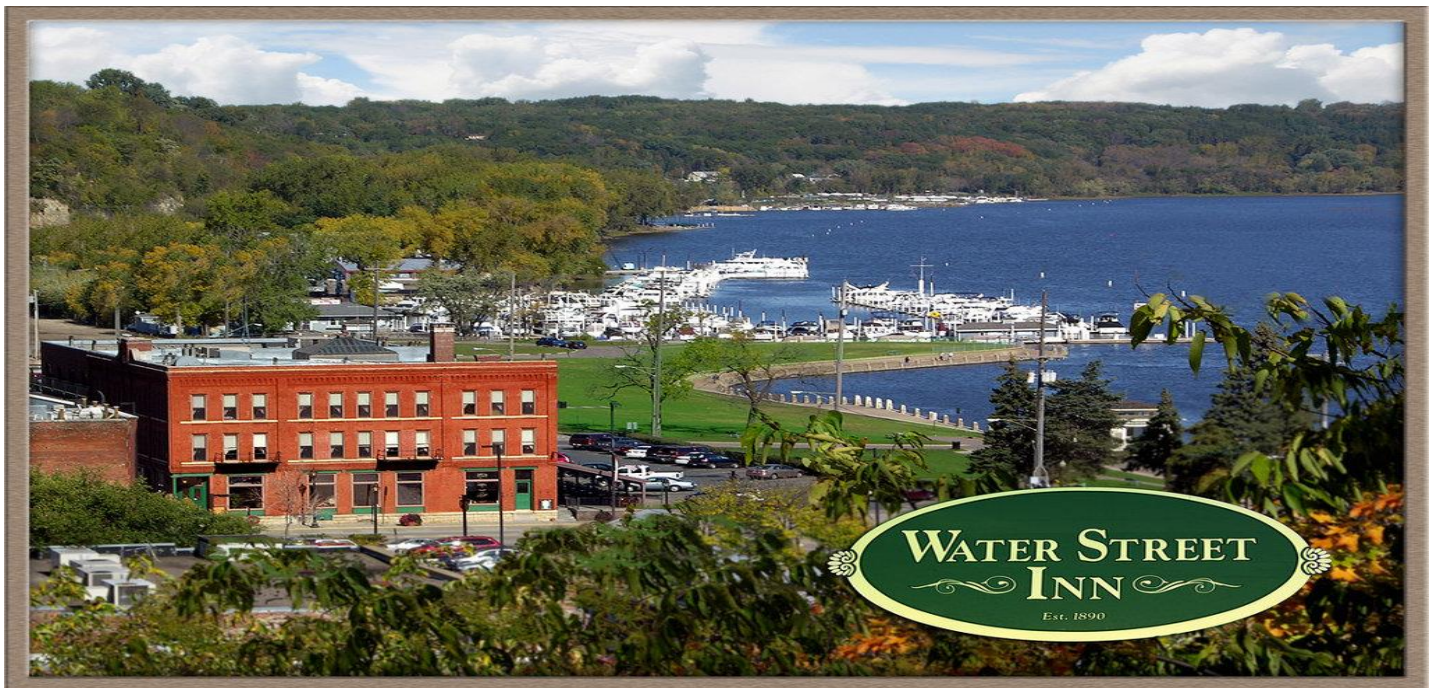
SAVE THE DATE

**HHRAM
SPRING 2020
CONFERENCE**

FEATURING KEYNOTE
**CHRISTOPHER
LITTLEFIELD**

**MAY 14-15, 2020
WATER STREET INN
STILLWATER, MN**

The poster features a dark grey background with a vertical strip on the right containing a photograph of a bridge over water and a portrait of Christopher Littlefield. The text is in white and yellow/gold.



Welcome to our New Members!

Christy Duncan

Human Resources Generalist
South Lake Pediatrics

Beth Peterson

Human Resources Director
Health Star Home Health

Kimberly Blank

Chief Human Resources Officer
Cuyuna Regional Medical Center

Kym Fisher

Chief Human Resources Officer
Saint Therese

Martha Janzen

Office Manager
Warroad Care Center

Carrie Ramsey

Enterprise Executive
First Advantage

Kelly Johnson

Human Resources Manager
CCM Health

Pam Barbein

Human Resources Manager
Maple Grove Hospital

Jessica Spicer

Recruiter
Cuyuna Regional Medical Center

Mariah Frisk

Human Resources Generalist
RiverView Health

Trisha Noethe

Human Resources
United Skin Specialists

Kyle Williamson

Employee Relations Coordinator
Olmsted Medical Center



U.S. DEPARTMENT OF LABOR

Final Rule: Overtime Update

On September 24, 2019, the U.S. Department of Labor announced a final rule to make 1.3 million American workers newly eligible for overtime pay.

On September 24, 2019, the U.S. Department of Labor announced its [Overtime Final Rule](#) that adjusts the salary level test, part of a three-part test for determining when white-collar workers are exempt or must be paid overtime for working more than 40 hours in a week. Effective January 1, 2020, the salary threshold for the white-collar exemption from overtime pay will rise to \$684 per week (\$35,568 per year). The Final Rule also raises the salary threshold for highly compensated employees who are exempt from FLSA overtime pay requirements from \$100,000 per year to \$107,432 per year and allows employers to satisfy up to 10 percent of the standard salary level by using nondiscretionary bonuses and incentive payments. The Labor Department announced further that it intends to propose updates to the salary and compensation levels on a regular basis, to ensure that these levels provide useful tests for exemption. The Final Rule goes into effect on January 1, 2020.



Important dates to remember:

Survey Opens: Dec. 9, 2019*

Participation Deadline: Feb. 7, 2020

Report Distribution: April 15, 2020

*Data effective date is Jan. 1, 2020

The 2020 HHRAM Healthcare Salary Survey is right around the corner!

Be on the lookout for your invitation from Lockton to participate in the Healthcare Human Resources Association of Minnesota’s (HHRAM) annual survey. Our comprehensive survey of healthcare salaries in the Upper Midwest market will provide your organization with the clear understanding it needs to rise above the competition.



Tiered pricing ensures a great value for all organizations – large or small. **Participating HHRAM members are eligible for a \$75 discount.**

Contact us at **844-863-1029** or hhramsurvey@lockton.com. Learn more about the HHRAM survey online at hhram.org.



Member Spotlight

Jessica Spicer is one of the newest additions to HHRAM. Jessica is one of the 2020 fall conference planners which will be located in Duluth, Minnesota. Jessica attended her first HHRAM conference in the spring of 2019 and jumped right in! Jessica is currently a Recruiter for Cuyuna Regional Medical Center in Crosby, Minnesota.



What's your favorite moment of your career? What do you enjoy most about working in human resources in healthcare? *Being part of something bigger. There are so many areas to the healthcare industry that it allows me to make a difference in so many areas and lives. I may not be the one giving direct patient care, but I support those who do which affects our patients and community. Growing up in this same community means a lot to me to be able to have that impact.*

How long have you been a member of HHRAM? *8 months.*

What's your favorite moment of your career so far? *When I worked for one of my previous employers I was a benefits representative and helped oversee our wellness program. There we had what was called a giving tree that I helped manage and oversee. The employee could anonymously put other employee's children or their own children's Christmas wish lists up on this tree if they were having tough times. Other employees could then take a list from the tree and buy for that child and then bring it to HR, if there were still names on the tree at the end, we would then go shopping for those kids. We would then wrap and gift bag all the items and contact the employee of the children it was for so they could pick them up. On average we had about 60 kids that we would be able to ensure a Merry Christmas to. I think that was one of my favorite moments in my career as I could make a difference not only to the employee, but also the child. To see some of the parents tear up because now they didn't have to worry about how they were going to make Christmas happen for their kids.*

What was your childhood dream job? *I wanted to be a Pastry Chef.*

If Hollywood made a movie of your life, who would you like to see play the lead role as you? *Jessica Alba.*

What is the best professional advice you've received? *Trust my gut instinct. If it doesn't feel right, it probably isn't.*





HHRAM Benefits Strategy & Benchmarking Survey coming January 7th!

HHRAM, in partnership with Gallagher, will be offering HHRAM members the opportunity to participate in the **2020 Benefits Strategy & Benchmarking Survey**. This survey will provide you with insights and best practices for managing benefit costs while also attracting and retaining top talent.

The survey covers everything from high-level questions about organizational priorities and benefit strategies to current and future tactics related to medical plans, wellness programs, retirement plans, PTO and more. Gallagher's 2019 survey received responses from **more than 4,000 organizations**, making it one of the largest and most comprehensive surveys of its kind.

Knowing that HR professionals, who are primarily called upon to complete this survey, are extremely busy and do not have excess time to invest into a new project, Gallagher has streamlined the design of the survey to make participation as easy as possible. **If you participated in the 2019 survey, your responses from last year will be prepopulated and you received an invitation to participate in the survey on December 10. If you have not previously participated in the survey, you will receive an invitation to participate that includes your password on January 7th.**

Why Should I Participate?

By completing this survey, you'll get access to a complete analysis of your peers' practices and policies, and trends that are shaping today's changing benefits market. Your participation also gives you the opportunity to identify your organization as a best-in-class employer.

You'll get access to:

- **2020 Executive Summary:** overall insights and implications from participating organizations. In 2019, more than 4,200 organization participated.
- **2020 U.S. National report:** Deep analysis of the full spectrum of employee benefit topics (valued at \$650)
- **2020 Best-in-Class Benchmarking Analysis:** Findings on top-performing organizations and proven successful tactics.


Day at the Capitol!

Shannon Demgen, Lisa Smude and I spent the afternoon at the Capitol meeting with Senator Eric Pratt on Wednesday, December 18th. As an advocacy effort, the HHRAM board wrote a letter to a number of government officials to express some concerns about the new Minnesota Employee Wage Theft Law that went into effect this summer. The meeting with Senator Pratt went well and we will now be following up on some next steps that were discussed. More to come...



Fall Conference – SAVE THE DATE!

SAVE THE DATE




**HHRAM 2020 FALL CONFERENCE
OCTOBER 7TH-9TH**

The 2020 Fall Conference will be held at beautiful Pier B Resort on Lake Superior in Duluth, MN October 7-9th.



800 West Railroad St. Duluth MN 55802



HHRAM Education Scholarship

Are you considering going back to school for a graduate degree? Are you planning on completing the SHRM-CP/SHRM-SCP or PHR/SPHR certification? Is your child pursuing an undergraduate degree for a career in healthcare and/or healthcare human resources?

HHRAM offers two scholarships each calendar year to encourage undergraduate and graduate level academic pursuits for a career in healthcare and/or healthcare human resources. Scholarship awards are \$1,000 per individual per year, and may be used to pay for tuition, books, supplies, certification test and fees associated with academic pursuits in healthcare and or healthcare human resources.

Applications are available on the Members Only section on the HHRAM website. **Applications are due by May 1, 2020.**

ASHHRA Update

By Karen Gillespie, ASHHRA Regional Consultant – Region 6

Welcome to the New ASHHRA

ASHHRA has a new brand and website, reflecting our commitment to HR Leaders in health care and connection with the American Hospital Association (AHA). Explore the new ASHHRA.org today!

Certified in Healthcare Human Resources – CHHR

Invest in your future by earning the Certified in Healthcare Human Resources (CHHR) professional designation. Nationally recognized, CHHR is the premier credential based on sound assessment that delivers both internal and external rewards. For more information check out www.ashhra.org.

ASHHRA Scholarship Recap – Lisa Smude

I am very grateful to have received the HHRAM scholarship to attend the ASHHRA conference in Chicago! It was such a great networking opportunity for me to meet and connect with Healthcare HR peers from across the country! The sharing of ideas, knowledge and perspectives were truly invaluable!

We also had an amazing amount of vendors there we got the opportunity to visit with (along with getting some really fun trinkets to load our suitcases with! 😊) I walked away with some awesome new contacts to help enhance my current employee recognition program. (Also a snazzy new headshot from one of the vendors!)

We had 3 amazing key note speakers (one of whom was Captain Richard Phillips-google him. This man is amazing!) Each learning session had several options to choose from so you could always find a topic that you were excited to attend and walked away with lots of information to take home into our HR roles. Probably my favorite one was an ADA session where I walked about with a dozen sample documents to aid in this process that I could take back into my organization.

The ASHHRA conference was so organized and they always had fun stuff planned for us, even in some of the evenings. Chicago was a great city to explore and my stomach left full of deep dish pizza and donuts and my heart and soul full of learning, fun and friendship!

Thanks again to HHRAM for allowing me to attend this conference! It was an experience I wouldn't have been able to go to without their support and one that I will never forget.



ASHHRA Awards

Congratulations to **Shannon Demgen & Mandy Dobosenski!**

Shannon was awarded the Outstanding Chapter Officer Award for her leadership as the 2018 HHRAM President. **Mandy** also received the Outstanding Chapter Officer Award for the significant contribution she made to managing HHRAM's financials as the 2018 HHRAM Treasurer. Thank you Shannon and Mandy for your leadership and dedication to HHRAM!

HHRAM received the **4 Star Chapter Management Award** at the annual conference in September. The ASHHRA Chapter Management Award recognizes ASHHRA affiliated chapters for their significant achievements throughout the course of the planned year in promoting effective chapter management encouraging the advancement of HR leadership in all of our healthcare organizations and supporting current HR professionals within chapters as they enhance their skills and reach new competencies. This award recognizes all that HHRAM accomplished in 2018! Thank you to **Lois Slick** for all the hours to submit the necessary documentation for HHRAM to receive this award.

Save the Date for #ASHHRA20

ASHHRA Annual Conference & Exposition 2020



ASHHRA
American Society for Health Care
Human Resources Administration

ASHHRA Annual Conference & Exposition 2020

ASHHRA 56th Annual Conference & Exposition

Date: 8/22/2020 - 8/25/2020

Venue: Colorado Convention Center, Denver CO, United States

The ASHHRA annual conference is the premier event for health care human resources professionals and leading business partners to come together to share knowledge and expertise. Connect with other health care HR professionals in learning sessions, the exhibit hall and at the conference's many networking events. Gain exposure to more than 175 exhibitors helping to advance health care HR through their solutions, products and services.

Website: <https://www.ashhra.org/education/conference>