HR 2 HR

Department of Human Resource Management

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Successful NASPE Conference – Executive Director's Message

By Jeff Herring

I just returned from the annual National Association of State Personnel Executives (NASPE) conference. I always like to share some of the insights that I obtained. A theme usually arises at the conference that underlies almost every conversation and presentation during the meeting. This year the two main topics that kept repeating were shared services and employee morale.

As I am every year, I am proud of the work we have done to stay on top of the profession. When we discuss shared services, I can honestly say that we are where more and more states are heading. We have initiated two transformational changes. Our agency consolidation in 2006 and now our ERIC launch in September. Most, if not all, of the states present at the conference are exploring or implementing one or both of these changes. It is nice to know that we have already navigated these complex issues. You should all feel proud.

Employee morale was the other big topic discussed. There was a strange comfort in learning that Utah is not alone in dealing with difficult economic situations. In fact, as a state, we have fared better than most during these difficult economic times where state budgets have been reduced. In past years, we have been asked to do more with less. This year, we were asked to do more with the same. I am hoping that in the future, we will actually be able to do more for employees in the area of compensation. It will be interesting to see the results of the Total Compensation Study (salary and benefits) that we are having the Hay Group conduct.

Jeff Herring,
DHRM Executive Director

Our vision is to lead the way in public HR. I keep this at the forefront of every policy and organization decision we make. It guides our strategies of customer service, efficiency, and management capacity. When I go to NASPE, I get to check in with our colleagues from around the country to see if we are achieving our vision. After this last NASPE conference, I can state with confidence that we are leading the way.

DHRM Achieves Success With Online Training

By Rick Hughes, HR Director

DHRM field training is pleased to report that over 1,200 state supervisors have completed the online FLSA training and over 4,000 state employees have completed the online workplace harassment prevention training.

The online workplace harassment prevention training is available through the Employee Gateway, Training tab, Training News portlet. The FLSA training module for supervisors is accessible through the Management Tools tab on the Employee Gateway. In the Management Resources portlet, click on the FLSA Resources toggle, and then click on FLSA Training. Please help us to continue to market these programs.

DHRM is committed to expanding the availability of online training for State of Utah supervisors and managers and will announce additional learning programs over the next few months. If you have any questions about these modules or suggestions for future online learning programs, please feel free to contact Bryan Embley at 801-538-4258 or bkembley@utah.gov .

Holiday Leave Changes Coming

By Paul Morley, HR Consultant

Beginning with Labor Day, Monday, September 5, 2011, holidays will be paid at 8 hours for full-time employees, instead of 9 hours. Part-time employees will have holiday leave pro-rated. This change is a result of the State's move back to a five-day, eight hour workweek beginning on Saturday, September 3, 2011. In addition, Columbus Day will again be observed as a paid holiday. This means that during the 2012 fiscal year two holidays (Independence Day and Pioneer Day) will paid at 9 hours and nine holidays will be paid at 8 hours amounting to 90 hours of holiday pay (See table at right).

	Date Observed	Holiday	FY 2012
1	7/4/2011	Independence Day	9
2	7/25/2011	Pioneer Day	9
3	9/5/2011	Labor Day	8
4	10/10/2011	Columbus Day	8
5	11/11/2011	Veterans' Day	8
6	11/24/2011	Thanksgiving Day	8
7	12/26/2011	Christmas	8
8	1/2/2012	New Year's Day	8
9	1/16/2012	Dr. Martin Luther King Jr. Day	8
10	2/20/2012	Washington and Lincoln Day	8
11	5/28/2012	Memorial Day	8
Total			90

It's Meeting Time!

DHRM's summer meeting will be held on Wednesday, August 17th in the Washington Terrace pavilion of Washington Park in Parley's Canyon. Check-in begins at 11:00 a.m. Please come enjoy the afternoon.

Successful ERIC Open House

By Bart Olsen, HR Manager
Employee Resource Information Center (ERIC)

On July 14, 2011, DHRM hosted an ERIC Open House for all HR employees. By the end of the day, close to 100 HR employees had come to tour the newly remodeled office and get a glimpse of how the space and DHRM's enhanced technology will work together when ERIC opens on September 19, 2011. Here is what tour participants experienced:

- Debbie Cragun, Paul Morley, Barbara Smith, Billie King, Joel Chibota and Dan Chadwick welcomed visitors to the DHRM suite and gave a tour of the remodeled space for Admin staff on the west side of the office
- Bart Olsen, Bill Brandon, and Cole Gilmore gave a tour of the remodeled space for ERIC staff on the east side of the office
- Shannon Casias gave a demonstration of how the new placement feature will function in HRE Recruit
- Sharyn Weiser gave a demonstration of the Case Management System
- Tina Sweet gave a demonstration of the NEW Employee Gateway
- Jennifer Krell, Alan Lake, Wendy Peterson, and Rick Hughes welcomed tour participants to the DHRM conference room for refreshments and to deliver ERIC marketing materials
- Jeff Herring and Jean Mills were present and assisted in answering questions from tour participants and general tour facilitation
- David Kitchen, Michelle Campbell, and Jamie Boyle were also present and were instrumental in general tour facilitation

I extend my sincere appreciation to all those who assisted in making the open house a success. We received a large number of positive comments. Many tour participants were pleasantly surprised about how the facility is set to operate and provide HR services. I believe this is just another positive step forward as we move into a new and exciting era of DHRM.

Nearly 100 HR employees visited the ERIC open house.

Service Awards
January - June 2011

5 Years
Sharyn Weiser
Robbin Williams
Jeri Buckley
Dan Chase
Julie Preece

15 Years
Crystal Ludwig

20 Years
Jolene Davis

25 Years
Pat Barrett
Verla Roach
Angel Abbott
Anita Quibell

35 Years
Brian Gough

Gary Schow is DHRM's Newest CPM Graduate!

By Sherry Saracino, HR Consultant

Congratulations to Gary Schow for his achievement of completing the Certified Public Manager program! On Tuesday, July 12, 2011, Gary and a group of new Certified Public Managers were honored during a graduation ceremony in the State Office Building Auditorium.

Gary's certification brings the number of DHRM employees who have completed CPM to 27. As many of our CPM's have acknowledged, it is a long road, but well worth the journey!!

Gary said of his experience, "I appreciate the opportunity to complete this certification. I have a deeper understanding of what it takes to be a great manager. I know that this experience will enable me to better assist students in the program, as I now have firsthand knowledge of the course content, and can speak from the same viewpoint. I look forward to using my training to enhance my job performance in my current position and know that it will be invaluable throughout my career."

Congratulations, Gary! For more information regarding CPM go to www.cpm.utah.gov . Look for an article regarding CPM graduation in next month's Worklife Elevated State Employee Newsletter.

UTAH CERTIFIED PUBLIC MANAGER PROGRAM
www.cpm.utah.gov

Registration for CPM Fall term is open now.

CLICK HERE for the registration flyer.

The 2011 National AACPM® annual professional development conference will be held on October 10-12 at the downtown Salt Lake City Sheraton. Some of America's foremost leaders in government management and leadership will deliver keynote addresses. Click on the links to learn more about our keynote speakers.

The conference website and registration can be found at http://uscpm.org/CPM-2011-National-Conference.html. Utahns can register for the super low conference rate of $150; national conferences often cost up to $500! This is a once in a lifetime opportunity to receive this level of training at such a low cost and convenient location.

Follow us on Twitter @AACPM
CPM Elective Credits and professiona CEUs will be awarded.

The Leadership Elevated conference is brought to you by: The Utah Dept of Human Resource Management, the Utah Society of Certified Public Managers and the American Academy of Certified Public Managers®

LEADERSHIP ELEVATED
Management for PEAK PERFORMANCE
American Academy of Certified Public Managers®
23rd Annual Professional Development Conference
October 10 - 12, 2011 | Salt Lake City
www.uscpm.org

The theme Leadership Elevated celebrates the leader's role in a relentless quest for advancing the whole self, the work team, and the organization, undaunted by the unprecedented turbulence of our day. Gain insight into breaking issues, exposure to novel concepts and models, practical techniques, and realistic tools to tackle real-life challenges through nationally renowned speakers:

Todd Huston, Peak Performance: Leadership at the Summit and Beyond
Ken Miller, Extreme Government Makeover: Increasing Our Capacity to Do More Good
Doug Nielsen, Leadership Elevated: Proven Strategies to Engage, Ignite, and Launch New Performance Highs
Ron McMillan, Influencer: The Power to Change Anything

Photo Credit: Adam Barker, The Salt Lake valley looking southeast at sunset.

Bits and Pieces

UTAH LEADERSHIP INSTITUTE

Please check the Employee Gateway or HREventure for a listing of upcoming Utah Leadership Institute workshops.

ASK AN EXPERT!

If you have a specific question for an HR Expert that you would like answered in the next newsletter, please send it to HRNewsletter@utah.gov

We'd love to hear from you. Please submit feedback, suggestions, or ideas for future articles to:

HRNewsletter@utah.gov

Communication
Collaboration
Coordination
Consistency

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DHRM Staff Update 5/16/11 to 7/15/11

Employee Movement

Etta Adkins – Accepted a position as HR Specialist at DHRM's Office of Education field office.

Mary Ann Davis – Accepted a position as HR Specialist at DHRM's Transportation field office.

Brian Gough – Accepted a position as HR Specialist at DHRM's Utah Schools for the Deaf and the Blind field office

Who Left DHRM

Bruce Buland – Retired.

Tips for Preventing Heat-Related Illness

The best defense is prevention. Here are some prevention tips:

- Drink more fluids (nonalcoholic), regardless of your activity level. Don't wait until you're thirsty to drink.
- Don't drink liquids that contain large amounts of sugar– these actually cause you to lose more body fluid. Also, avoid very cold drinks, because they can cause stomach cramps.
- Stay indoors and, if at all possible, stay in an air-conditioned place. If your home does not have air conditioning, go to the shopping mall or public library–even a few hours spent in air conditioning can help your body stay cooler when you go back into the heat.
- Wear lightweight, light-colored, loose-fitting clothing.
- NEVER leave anyone, especially children or pets, in a closed, parked vehicle.

Excerpted from CDC Emergency Prepardness and Response website (http://www.bt.cdc.gov/disasters/extremeheat/heattips.asp)