

Human Resources Association of Southern Maryland presents

3rd
ANNUAL

PROFESSIONAL DEVELOPMENT DAY

Navigating Through HR



2013

Hilton Garden Inn
13100 Dowell Road
Dowell, Maryland



20
NOVEMBER

HRASM

Human Resources Association of Southern Maryland



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- Deana Kilgore, Amelex
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- Kelly Williams, Cherry Cove

Thank you, everyone!

Many volunteers came forward to make HRASM's third professional development day a success. Our thanks to all!

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Agenda



7-8 a.m.	Registration/Continental Breakfast	Noon-1:20 p.m. Lunch
8-9 a.m.	When Silence Is Not Golden: Advocacy as a Core Competency Keynote: Christine V. Walters, MAS, JD, SPHR <i>FiveL Company</i>	1:20-2:30 p.m. Affordable Care Act Update— Preparing for 2014 and Beyond Kenneth R. Huber <i>Senior Vice President PSA Insurance & Financial Services, Inc.</i>
9:30-10:40 a.m.	Living the Mobile Life: How Mobile Technology Will Enhance Your Current Recruiting Efforts Amanda Haddaway <i>Director, Human Resources and Marketing Folcomer Equipment</i>	Christina (Tina) Bull, CEBS, GBA <i>Director, Employee Benefits Compliance, PSA Insurance & Financial Services</i>
	Diversity Matters: Innovative Steps for Developing a Diversity Strategy for Your Organization Makeba L. Clay <i>Office of the President-Executive Director, Institutional Equity and Diversity Office, College of Southern Maryland</i>	The Onboarding Experience: Increasing New Hire Success through Experience, Connection and Learning Kari Merkel <i>Talent Development Manager Booz Allen Hamilton</i>
10:50 a.m.-Noon	HR Top 10 Headaches Christine V. Walters, MAS, JD, SPHR <i>FiveL Company</i>	2:40-3:50 p.m. Healthiest Maryland Business Initiative Adelline Ntatin <i>Program Administrator</i>
		HR Best Practices for Employers: Top Employment Concerns Kimberly Harrell, MS, PHR <i>Team Lead/Senior Human Resources Consultant Willis Human Capital Practice</i>

Keynote: When Silence Is Not Golden: Advocacy as a Core Competency

Christine Walters

This interactive presentation will review, compare and contrast various legislative and regulatory trends and ways HR professionals can become actively and successfully engaged in shaping public policy. The program will add to the HR professional's body of knowledge by providing resources and strategies to proactively anticipate regulatory and legislative trends and concurrent methods for helping to shape public policy through advocacy and building relationships with appointed and elected officials.



Living the Mobile Life: How Mobile Technology Will Enhance Your Current Recruiting Efforts

Amanda Haddaway

There are more than 208 million mobile subscribers across the U.S. and it is predicted that mobile devices will be the primary internet connection for the majority of people across the world in the next decade. As recruiters, we must embrace mobile technologies now because our candidates will expect us to use them proficiently. During this interactive session, participants will learn about mobile technologies and how they can be used for recruiting, three mobile myths and easy ways to get started with mobile recruiting in their own organizations.

Diversity Matters: Innovative Steps for Developing a Diversity Strategy for Your Organization

Makeba L. Clay

This interactive workshop will introduce HR professionals to a broad range of skills and knowledge needed to build diverse high-performing teams that foster a climate of respect and inclusion in all organizations. This session will provide practical strategies and resources that can be used to develop and implement an effective diversity program that leverages the talent of a diverse workforce.

HR Top 10 Headaches

Christine Walters

This interactive presentation will review the latest regulatory and court decisions impacting HR practices, policies and procedures including and not limited to paid leave mandates, reasonable accommodation, FMLA administration, workplace bullying, weapons in the workplace, worker classification, medical marijuana, and background checks. The program will add to the HR professional's body of knowledge by providing resources and strategies to proactively assess, create, develop and update employment policies, practices and procedures.

Affordable Care Act Update—Preparing for 2014 and Beyond

Kenneth R. Huber

Tina Bull

This session focuses on current developments in healthcare reform and preparation for 2014 and beyond. The presentation will include an overview of recent developments/requirements, specific details and practical guidance for implementation, as applicable. The presentation will be pertinent to HR professionals of employers of any size and will present a relevant perspective on this topic. Specific topics will include:

- Health Insurance Marketplace & Marketplace Subsidies
- Group Health Plan Requirements
- Reporting & Disclosure Requirements
- New Fees & Taxes
- The Employer Mandate in 2015

The Onboarding Experience: Increasing New Hire Success through Experience, Connection and Learning

Kari Merkel

The cost of recruiting talent is substantial and rising, so it is more important than ever that once good employees are identified and hired, retention is crucial. Onboarding has been proven to be an effective retention tool, and is being incorporated into HR corporate strategies. In this session, participants will learn about Booz Allen Hamilton's successful onboarding program, and come away with ideas on ways to implement their own onboarding program.

Healthiest Maryland Business Initiative

Adelline Ntatin

The presentation will provide a detailed explanation of the Healthiest Maryland Businesses initiative. It will also give a brief overview of the Center for Chronic Disease Prevention and Control within the Maryland Department of Health and Mental Hygiene. CEOs and leaders who join Healthiest Maryland Businesses are taking the first step towards creating an environment that supports healthy employees, an economic driver of your business' fiscal health. A healthy business is a business that thrives because it has an employee health management strategy in place. Having a wellness program ensures that everyone wins—employees and their families are healthier, and companies save on health care costs and absenteeism. "Workplace Wellness" is a term used to describe efforts by businesses to improve the health of its employees through use of program offerings and incentives. Working Marylanders spend an average of 9.2 hours per day at work leading to a decrease in the amount of time available for exercise and healthy eating. In part, this has led to an increase in the burden of chronic disease, much of which is preventable. Rising rates of chronic disease contribute to skyrocketing healthcare costs, which affect both employers and employees.

HR Best Practices for Employers: Top Employment Concerns

Kimberly Harrell

Demand for HR professionals has never been greater. The common questions received not only center around hiring and firing, employee time off/leave, access to personnel records, employee benefits and employee classification but also employee engagement, total rewards, successful performance management programs and what new law has to be learned and understood.

During this presentation, the top 10 common HR questions will be discussed in addition to what employers should do.

"Do you know the laws as a business owner or HR Manager?"

"Do your managers understand?"

"What is required for your company size?"

"Are you consistent with your practices?"

Speakers



Christine V. Walters, MAS, JD, SPHR

Ms. Walters has 25 years' combined experience in human resources administration, management, employment law practice and teaching. She has been engaged as an expert witness for the defense, testified before U.S. Congressional and state legislative committees and federal administrative agencies. Ms. Walters has been interviewed and quoted in a variety of media including television, radio and print media. Her first book, "[From Hello to Goodbye: Proactive Tips for Maintaining Positive Employee Relations](#)" was published in March 2011 and was the publisher's #4 best seller in 2011 and # one of the "Great 8" in 2012.

Throughout her career, Ms. Walters and FiveL Company have been honored with awards and accolades including:

- Nominee—Daily Record's "Leadership in Law" Award, 2012
- Nominee—Small Business of the Year Award—Maryland Chamber of Commerce, 2011
- Small Business of the Year Award—Carroll County Chamber of Commerce, November 2010
- Small Business of the Year Award—B/W Corridor Chamber of Commerce, April 2010
- Nominee—Daily Record's "Leadership in Law" Award, 2009
- Finalist—Maryland Chamber of Commerce Small Business of the Year Award, 2009
- President's Award—B/W Corridor Chamber of Commerce, 2003
- Capitol Award—Society for Human Resource Management (SHRM), 2002
- Outstanding Leadership Award—American Society for Healthcare Human Resource Administration, (ASHHRA), 1997
- Best Practices Award—ASHHRA, 1996

Ms. Walters regularly presents at national, regional and state conferences across the country with better-than-average ratings including for the Society for Human Resource Management (SHRM), Employment Management Association (EMA), the American Physical Therapy Association, College and University Personnel Association, Credit Union National Association and more.

Today, Ms. Walters serves as an independent consultant doing business as FiveL Company, *Helping Leaders Limit Their Liability by Learning the LawSM* providing proactive guidance, training programs, education, and counsel on employment and human resource issues, policies, procedures, and practices for clients across the country and in a variety of industries. She was also an adjunct

faculty member of the Johns Hopkins University teaching a variety of courses in the graduate, undergraduate and certification level programs from 1999 through 2006.

Ms. Walters demonstrates her commitment to supporting and advancing the needs and interests of the business community and HR profession by serving in a variety of volunteer leadership roles including and not limited to:

- Director—Maryland SHRM State Council
- Immediate Past Chair—Carroll County Chamber of Commerce
- Immediate Past President, Carroll County SHRM
- Editorial Advisory Board Member—Thompson Publishing's FMLA Handbooks
- Board Member—Maryland Chamber of Commerce
- Member—B/W Corridor Chamber of Commerce
- Member—National Coalition to Protect Family Leave
- Former Advisory Board Member—McDaniel College, Graduate Program in Human Resources

Christina (Tina) Bull, CEBS, GBA Director, Employee Benefits Compliance PSA Insurance & Financial Services, Inc.

Tina Bull is Director of Compliance Services for the Employee Benefits practice and is responsible for managing and overseeing all activities of the Compliance Services Department. She advises and assists clients with respect to health/welfare plan design, administration and communication, with focus on current benefit laws and regulations. Tina's areas of expertise include: Internal Revenue Code and ERISA requirements for health and welfare benefit plans; Internal Revenue Code Section 125 cafeteria plan implementation and administration; COBRA administrative requirements; HIPAA administrative simplification, privacy and security compliance and benefit taxation issues. In addition to conducting internal training for employee benefits staff, she has spoken at numerous seminars on regulatory compliance issues.

Tina has 20 years of experience in the area of employee benefits regulatory compliance that has accumulated from tenure as a senior manager with KPMG, as 401(k) Plan Administrator for Legg Mason and as a Compliance Consultant for a top regional insurance broker and administrator.

Tina graduated Summa Cum Laude from Loyola College with a Bachelor of Business Administration. She is a certified public accountant in the State of Maryland

Makeba L. Clay Office of the President-Executive Director Institutional Equity and Diversity Office College of Southern Maryland

With nearly 20 years of experience as a higher education administrator, trainer, and consultant, Makeba Clay is the chief spokesperson and lead administrator on diversity, equity and inclusion efforts at the College of Southern Maryland. In that capacity she is responsible for advancing an institutional vision that strives to build an inclusive and engaged community that embraces diversity broadly. Under her leadership, the Office of Institutional Equity and Diversity provides educational trainings and programs for students, faculty, staff and community partners. At the college Clay works collaboratively with human resources executives, department chairs, the Office of the General Counsel and the college president on matters concerning equal opportunity and diversity.



Prior to joining CSM, she was the director of the Center for Equality and Cultural Understanding at Princeton University where she oversaw the historic restoration and expansion of a \$17 million dollar cultural center which hosted international scholars and artists, developed a mentoring program for students, spearheaded employee resource groups and established local and international partnerships. She also assisted in the development of innovative policies and practices aimed at recruiting and retaining a diverse student body and workforce. Ms. Clay has served as the director of the Maryland Leadership Institute and Associate Director of Student Affairs in the School of Public Policy at the University of Maryland, College Park where she led the national recruitment, outreach and marketing strategy for the top ten graduate degree and fellowship programs.

Ms. Clay has served on numerous boards and advisory groups including service as the national president of the Association of Black Women in Higher Education, Future Next Corporation, the International Education Fund, Inc. She received a Bachelor of Arts degree from the State University of New York at Albany, a Master of Arts degree from Bowling Green State University and is currently in pursuit of a Ph.D. in Organizational Leadership at the University of Maryland Eastern Shore.

Amanda Haddaway
Director, Human Resources and Marketing
Folcomer Equipment

Amanda Haddaway is a recognized career expert and leader in the human resources field. She has been interviewed and quoted by numerous national media outlets including CBS Money Watch, Fox Business and *Chicago Tribune*. Amanda is also the author of [Destination Real World: Success after Graduation](#) and [Interviewer Success: Become a great interviewer in less than one hour](#). Over the past 14 years, Amanda has worked in many facets of human resources and marketing, including recruiting, training, employee communications, corporate compliance, social media and advertising campaign development. She currently serves as the director of human resources and marketing for Folcomer Equipment Corporation, a multi-state construction equipment dealership. Amanda holds a master's degree from the George Washington University and a bachelor's degree from James Madison University.

Kimberly Harrell, MS, PHR
Team Lead/Senior Human Resources Consultant
Willis Human Capital Practice

Kimberly is a Senior HR Consultant for Willis Human Capital Practice. She is an experienced human resources professional and proactive business partner with more than 15 years of experience providing full-service HR consultation and direction to executives, managers and employees for various organizations.

In March 2012, Kimberly joined Willis after serving in HR consulting roles for the past 7 years. Kimberly's diverse HR background has enabled her to bring an innovative, practical and fresh perspective to HR issues. She has consulted with companies across a wide variety of industries, including health care, professional services, retail, wholesale, manufacturing, and non-profit. Kimberly's specialties include Employment Law, Employee Relations, Performance Management, and Training and Development.

Kimberly's background includes senior-level positions in human resources and client relations at Fortune 500 companies, such as ADP and Paychex.

Kimberly earned a Bachelor's Degree in English, Professional Writing and Journalism, in 1996 and a Master's Degree in Human Resource Development from Western Carolina University in 1999. She is active in both local and national chapters of the Society for Human Resource Development.

Kenneth R. Huber
Senior Vice President
PSA Insurance & Financial Services, Inc.

Ken Huber oversees PSA's employee benefits brokerage and consulting practice. He has over 27 years of varied employee benefit industry experience with insurance carriers, benefits administrators and brokerage/consulting firms. Ken has specialized expertise in the areas of benefits consulting, regulatory compliance, benefits administration, and insurance product development.

Prior to joining PSA in 2007 he served as Senior Vice President and National Practice Leader for the benefits consulting and brokerage practice of RSM McGladrey. Prior to that Ken was President and Founder of Huber Oros & Company, a highly respected employee benefits consulting and brokerage firm. Ken's other professional positions include serving as vice president of a large regional employee benefits broker and benefits administrator and as a product manager for a large health insurance carrier.

Ken has been a speaker at numerous industry events and an industry source for national publications. He has also served on several insurance carrier national advisory councils. He has authored a number of articles on strategies for managing employee benefit costs.

Ken holds a Bachelor of Arts degree (magna cum laude) from Frostburg State College and a Master of City and Regional Planning degree from Morgan State University

Kari Merkel
Talent Development Manager
Booz Allen Hamilton

Kari joined Booz Allen in 2005 as part of the Talent Development team. She is currently the curriculum manager for the firm's onboarding program and also regularly facilitates the in-person onboarding course as well as some consulting skills webinars. As the onboarding curriculum manager, Kari is responsible for the development of onboarding program deliverables, such as redesigning the orientation program to fit the needs of the business and managing the program investment budget. In addition to managing the onboarding program, Kari was the driving force behind implementing a paperless classroom for orientation, using tablets in place of traditional paper materials thereby reducing costs through sustainable efforts.

Adelline Ntatin
Program Administrator

Adelline Ntatin is currently the Program Administrator for both the CDC funded Heart Disease and Stroke Prevention program and the Diabetes Prevention and Control program in Maryland. In this role, she provides public health expertise for programs, policies, and surveillance of diabetes, and heart disease and stroke prevention and control for the State of Maryland. Ms. Ntatin has a strong background in program management and health promotion especially for low-income and minority populations. Ms. Ntatin earned her Masters Degrees in Public Health, Business Information Management and International Relations from Johns Hopkins, Vrije universiteit Van Brussels and University of Kent respectively.



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