



MICHIGAN CHAPTER

INTERNATIONAL PUBLIC
MANAGEMENT ASSOCIATION
for HUMAN RESOURCES

Michigan IPMA-HR NEWS

Volume 6, Issue V

Winter/Spring 2008

From the desk of the President ...



David Van de Grift
Oakland County
Chapter President
2007/2008

Our Members from Farthest Points (Part 2)

Having called on members from our chapter's northern most (Marquette) and eastern most (Port Huron) locations in our last newsletter, it was my pleasure to 'let my fingers do the walking' to Monroe, Michigan's southern most county, and Allegan, the western most county (in the lower peninsula!).

Peggy Howard has served Monroe County for 32 years, 16 of those as the Personnel Director. The County of Monroe has 700 employees serving a population of 150,000 citizens. Here's a twist - rather than retiring, Peggy has been convinced instead to temporarily head the HR office for the City of Monroe while keeping her County responsibilities on a part-time basis!

While Monroe County has taken steps to balance its budget, including the reduction of County paid health care for future retirees, the City (population 22,000) is working to implement similar measures to completely reduce its \$1 Million deficit. Chapter member Peggy Howard is truly

a credit to her profession and has kept a good sense of humor through-out these challenging times. She can be reached at Peggy.Howard@MonroeMI.gov

On the coast of Lake Michigan is located Allegan County, along with Chapter Members Debbie Daniels and Christine Jurkas. Allegan County has a HR Department of 3.5 which supports a workforce of 500 and a population of 105,600. Christine has served Allegan since 1971 in various capacities, including County Clerk, Payroll, and County Administration. In 1995 she moved to Human Resources. The importance of staying current with HR information and connected to other HR professionals is evident to both of these members.

Remember, "When you hire people that are smarter than you are, you prove you are smarter than they are." (R.H. Grant)

Our March 14th workshop was another great value, including two expert speakers in the field of HR and the best lunch around (see Page 6 for details). Our last workshop for the activities year will be on May 22nd at Weber's Inn in Ann Arbor (see Page 5).

See you there!

Respectfully,

David Van de Grift

David Van de Grift
President 2007/2008
Michigan Chapter of IPMA-HR

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**Invite a colleague
to join the Chapter.**

Watch
for
2008/2009
Membership
Application.



Recap of "All-Star" December 7, 2007 Joint Workshop MI Chapter of IPMA-HR and MPELRA

By David Van de Grift

Over 100 members representing organizations seeking better HR management attended our December workshop. Answers regarding Compensation & Benefit trends, HR downsizing, our licensed health professionals, and behavior based interviewing were all provided during this meeting.

With fresh pastries, juice and coffee provided, we started at 9:00 a.m. with American Society of Employers' Director of Survey Services **Kevin Marrs** (kmarrs@aseonline.org). Kevin conducts over 20 surveys throughout the year and provides data to thousands to employers. Mr. Marrs provided a guided tour through economic data which included current business conditions, salary movement, salary budget and health care trends. Clearly, employers are looking for new and better ways to compensate and reward employees.



Kevin Marrs, American Society of Employers

State Personnel Director **Jim Farrell** provided an overview of his agency's mandate from the Governor's office to reduce its size and

achieve \$24 million in savings over 5 years.

Objectives included:

- Improve efficiency of routine HR services
- Design processes to the rule, not the exception
- Reduce paper transactions
- Reduce HR staff by 10% from an initial size of 750.



James D. Farrell, Michigan Civil Service Commission

It was evident that Mr. Farrell devoted himself fully to these tasks, using such techniques as employee meetings, employee involvement and personal attention, he was able to effectively explain the situation to his employees and receive a degree of "buy-in". Revised software and an emphasis on training added to staff efficiency, a Shared Service Center allowed consolidation of multiple regional headquarters into one office, and an attrition rate of 6% from 2003-2007 reduced the need for layoffs.

The good news is that the difficult goals and targeted savings were achieved ahead of schedule.

**Please don't miss our next Chapter opportunity!
Invite a colleague to join you.**



- the Publisher

Recap of Joint Workshop (continued)

After a lunch of grilled chicken and flank steak, **Brent Chartier** (Brent.Chartier@hprp.org) provided an overview of the Michigan Health Professional Recovery Program (HPRP).



Brent Chartier
HPRP

Many in attendance were not aware that the Michigan Public Health Code provides a monitoring service for all health care professionals who are impaired by a substance free of charge to employers, and currently monitors roughly 930

of the 400,000 eligible for the service. Mr. Chartier emphasized prevention efforts that encourage impaired professionals to self-report in confidence.

Most attendees were intrigued by the title of our final topic, "Behavior Based Interviewing and Culture Fit." **Joe Desantis** (ASE Director of Communications, JDesanti@aseonline.org) methodically discussed the challenges of candidate interviewing. The mind-set of the typical applicant is to tell you what you want to hear. Behavior based interviewing is getting the candidate to speak truthfully about his/her past experiences by using a three point strategy: 1.) Get the information you want before you give the information they want; 2.) Ask behavioral based, open-ended

questions; and 3.) Probe, probe, probe.

A suggested approach was to find a passage in the candidate's resume that relates to an important knowledge, skill, or ability. Read the passage aloud to the candidate and then ask, "Would you talk about that?"

Mr. Desantis noted the importance of *key success behaviors* which indicate the degree of organizational cultural fit (e.g., people vs. task orientation; or quantity vs. quality).



Joe Desantis, American Society of Employers

It was enjoyable to work with representatives of MPELRA in presenting this workshop, including Joe Valentine (City of Birmingham), Maggie McCrystal (Grand Valley State University), and Barbara Johnson (City of Detroit).

Long time member of IPMA . . .

H. Richard Rice was an **Honorary Life Member** of the Michigan Chapter of IPMA-HR for many years. He served as Secretary in 1948, Vice President in 1957, and President in 1958.

"Richard passed away Friday July 6, 2007. He was born March 12, 1916 in Galesburg, Michigan, the son of Harry and Eula (Griffith) Rice. He was employed in human resources for 29 years with State and Local Governments. For many years he was a resident of Plymouth, MI, where he was a member of the First United Methodist Church of Plymouth, Plymouth Optimist Club, Plymouth Historical Society and a 30 year member of the Boy Scouts of America where he received the Silver Beaver Award. As a resident of Kalamazoo since 1995, he renewed old friendships and was currently a member of the Westwood United Methodist Church. Richard had an avid interest in history and genealogy." . . . "Surviving are his children, David (Kay) Rice of Ossining, NY, Steven (Susan) Rice of Paw Paw, MI and Brian Rice of Ann Arbor, MI; four grandchildren; two great-grandchildren; a brother, Robert (Anne) Rice of Three Rivers, MI; two sisters, Veryl Swanson of Bear Lake, MI, Helen Daniels of Plainwell, MI, and many nieces and nephews." . . . "Memorials in Richard's memory may be directed to the Plymouth Historical Society, 155 S. Main St., Plymouth, MI 48170."

Published in the Kalamazoo Gazette on 7/9/2007.

Join us in 2008

2008 Schedule

May 22, 2008	Awards Luncheon - Scholarship Award & A.M. "Biff" Elliott Achievement Award "Positive Organizational Scholarship" Kim Cameron, Professor, author, lecturer, business consultant Weber's Inn, Ann Arbor, MI
June 2008	Chapter 2008-2009 Planning Board Meeting (date, time, and location TBD)
June 1 - 4, 2008	72nd Annual IPMA-HR Central Region Training Conference "Recipe for Well Done HR" Marriott Country Club Plaza Kansas City, Missouri See http://www.ipma-hr.org for additional information.
September 2008	Chapter Fall Workshop (date, time, and location TBD)
October 18-22, 2008	IPMA-HR 2008 International Training Conference The Flamingo Las Vegas Las Vegas, Nevada
December 2008	Chapter Winter Workshop (date, time, and location TBD)

Have ideas for topics or speakers? Contact one of the Officers or Board Members (see Page 8).

Michigan IPMA-HR Scholarship

By Robbin Cooper

This will be the seventh year of the scholarship program. The Michigan Chapter is very proud of this program to honor students that value the importance of an education. A \$500.00 scholarship will be awarded at the May 2008 meeting at the Weber's Inn in Ann Arbor.

Students qualify for the scholarship if their parent or legal guardian is a current Michigan Chapter member and has maintained their membership for the previous three (3) years. The scholarship is intended for students pursuing an undergraduate degree at an accredited college or university. One student will be selected by the Chapter Scholarship Committee based on their application and essay. *These must be received by April 18, 2008.*

The Chapter Scholarship Committee will be made up of Michigan Chapter general members and chaired by Robbin Cooper, Board Member. If you are interested in being on this year's scholarship committee, please contact Robbin Cooper at (586) 749-4900 extension 170.

An application for the scholarship is attached and may be photo copied.



May Workshop

Thursday, May 22, 2008

Weber's Inn, Ann Arbor, MI

Awards Luncheon:

Scholarship Award & A. M. "Biff" Elliott Achievement Award



"Positive Organizational Scholarship"

Kim Cameron

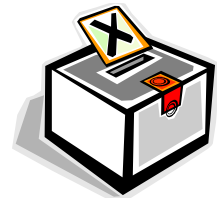
Professor, author, lecturer, business consultant

We have a truly dynamic and sought-after presenter on the program, U of M Professor of Management & Organizations Dr. Kim S. Cameron. Dr. Cameron's past research on organizational downsizing, organizational effectiveness, corporate quality culture and the development of leadership excellence has been published in more than 100 articles and ten books, including: *Coffin Nails and Corporate Strategies* (Prentice Hall) and *Developing Management Skills* (Prentice Hall).

Watch for the notice!

Election Results

2008 - 2009 Officers and Board Members



President:

David Van de Grift

Oakland County

Vice-President:

Brenda VanTull

City of Detroit

Secretary:

Kathryn Haves

City of Detroit

Treasurer:

Jennifer Mason

Oakland County

Past President:

Eddie Cargor

Michigan CSCA - Huron Valley Complex

Board Members:

Pixie Ann Coats

Calhoun County Road Commission

Robbin Cooper

MCSCA - Macomb Correctional Facility

Yvette Leonard

Michigan Unemployment Agency

Sandra Stuart

Michigan Civil Service Commission Agency

Cynthia Springer

Grand Rapids Community College

The MI Chapter of IPMA-HR election was held during the March Chapter meeting at Mario's in Detroit on March 14, 2008. See Page 6 for the summary of the workshop.



MICHIGAN CHAPTER

INTERNATIONAL PUBLIC
MANAGEMENT ASSOCIATION
for HUMAN RESOURCES

SPRING WORKSHOP & ELECTION

Friday, March 14, 2008

"Avoiding EEO Liability & Achieving Success with Selection Tests"

Guest Speakers:



John Arnold, Ph.D., Director, Applied Psychology and Organizational Research Group, Wayne State University. Prior to holding this position, Dr. Arnold was a Senior Vice President in the Human Resources Consulting Group of Aon Consulting, where he directed the U.S. human resources consulting practice. Dr. Arnold has over 20 years of consulting experience working on with a broad range of organizations in the public and private sectors, including work with the City of Chicago and the U.S. Department of Labor. Dr. Arnold holds a Ph.D. in Industrial-Organizational Psychology and is a member of the American Psychological Association, the Society for Industrial and Organizational Psychology, and the Society for Human Resources Management. He has twice served as the President of the Michigan Association of Industrial-Organizational Psychologists.

Sheila Mills, Senior Affirmative Action Consultant for the American Society of Employers. She is a graduate of the University of Detroit Mercy where she received her Bachelor's degree in Humanities. She is a certified Senior Professional in Human Resources (SPHR). She also has attended Central Michigan University in a Master of Art program in Human Resources Management. Ms. Mills has over 33 years of experience in the Financial Services Industry, of which 28 years have been in the Human Resources field and 20 years administrating EEO/AA. Ms. Mills has held positions as an Employment Manager, Fair Employment Practices Manager, Professional Development Manager, EEO/AAP Administrator, and Human Resources Director. She has worked for companies from 500 employees to over 34,000 employees with locations throughout the United States. Over the years, she has served on various company executive and management committees as well as committees and boards for service organizations at the local, state, and national level. She is a member of SHRM and HRAGD.



Spring Workshop Summary

By Kathy Haves and Brenda VanTull

The annual spring workshop at Mario's Restaurant was attended by 26 participants. The workshop included the annual election of the Michigan Chapter of IPMA-HR Officers and Board of Directors for 2008-2009, sumptuous luncheon selections, and of course, speakers. The topic for the workshop was "**Avoiding EEO Liability & Achieving Success with Selection Tests**" as presented by **John Arnold**, PhD. (Director, Applied Psychology and Organizational Research Group, Wayne State University) and **Sheila Mills** (Senior Affirmative Action Consultant, American Society of Employers). This topic was a natural follow-up to "Behavior Based Interviewing" presented at the December Joint Workshop with MPELRA. It was interesting to hear why one should use assessment tools in the selection of employees; what myths are truly myths in testing; and the differences in assessment approaches. The major reason for assessment seems to be that tests and other assessment tools yield strong "bottom-line results and overall performance." The most common testing myths include: all tests are pretty much alike; tests are not fair to minorities/women; I can tell everything I need from an application and interview; tests turn off good candidates; and testing makes it harder to hire quickly. The most common testing and assessment approaches reviewed were ability tests, personality tests, tests of physical ability, work sample assessments, situational judgment tests, interviews, and assessment centers. Which test the candidate prefers was an eye-opener. Which test type will produce the most objective results but not necessarily the best employee was also enlightening. The two key issues presented that are the underlying the success of assessment tools were validity and reliability. The speakers also shared with the group reference materials of excerpts from The U.S. Equal Employment Opportunity Commission (EEOC) Employment Tests and Selections Procedures (www.eeoc.gov) and EEOC Uniform Employee Selection Guidelines Questions and Answers (www.uniformguidelines.com). The audience truly appreciated the knowledge shared at this workshop. Dr. Arnold offered Wayne State's services via the internship program, in assisting organizations that may want to review how the selection method predicts the candidate's ability to become an outstanding employee.

A. M. "Biff" Elliott Achievement Award

Dear Michigan Chapter of IPMA-HR Member:

The Michigan Chapter of IPMA-HR Awards Committee is seeking nominations for its annual presentation of the:

A. M. "Biff" Elliott Achievement Award

The A. M. "Biff" Elliott Achievement Award was established to honor Mr. Elliott, a leader in Michigan for public personnel management. Mr. Elliott was an honorary life member of IPMA- HR U.S. and the Michigan Chapter, and had served as Secretary, Vice-President, and President of the Michigan Chapter of IPMA. He had also held various offices, board and committee assignments at the Central Region and International levels. In 1993, Biff was the recipient of the Warner W. Stockberger Achievement Award, IPMA-HR's highest accolade. Mr. Elliott was the retired Director of the Detroit Regional Office of the Michigan Department of Civil Service. We lost our dear friend and colleague in 2007.

The purpose of the award is to recognize and honor a person in public or private life who has made a contribution toward the improvement of public personnel management at any level of government in Michigan. This year, it will be presented at the Summer Workshop and Awards Luncheon on May 22nd at the Weber's Inn in Ann Arbor.

At this time, the Awards Committee is seeking nominations of individuals who have made contributions to the personnel management profession. The nominee will be evaluated according to the criteria listed below. The nominee should be a current practitioner in the field. The nominee must have advanced and upheld the purpose of this organization (IPMA-HR Ethics), and have demonstrated a willingness to assist others in the organization. The nominee should be a current member of the Michigan Chapter or of IPMA-HR U.S.

The person selected for this award will have accomplished any of the following:

Encouraged the acceptance of personnel administration principles as an aid to better management.

Demonstrated skillful application of personnel administration principles to a group of employees or administrators.

Demonstrated leadership by developing creative responses to new and unusual challenges in personnel management.

Provided teaching, authorship or research in the personnel area.

Demonstrated leadership in favor of sound personnel principles by developing, sponsoring or promoting progressive legislation.

To nominate someone, please use the enclosed form. Please provide supporting documentation and a biography, if possible. The committee will review and evaluate the nominees based on the information submitted. **Please mail the completed nomination forms to me by April 28, 2008.** Thank you for your participation in this important process to recognize excellence in our field.

Sincerely,

Brenda Van Tull

Brenda VanTull

Michigan Chapter of IPMA-HR Awards Committee Chair



A. M. "Biff" Elliott

Nominate
a
worthy
colleague.

See

the attached

A. M. "Biff" Elliott

Achievement

Award

2008

Nomination Form

2008 Central Region Training Conference

By Robbin Cooper, IPMA-HR Central Region President



Robbin Cooper, IPMA-CP
 HR Manager
 MCSC
 Macomb Correctional Facility
 IPMA-HR Central Region
 President;
 current
 MI Chapter Board Member;
 former
 Michigan Chapter President,
 Vice-President, and
 Secretary.

“Recipe for Well Done HR”

2008 Central Region Training Conference
 June 1-4, Kansas City, MO

We need you as an added ingredient in Kansas City for the recipe of a conference well done. The conference will prove to be informative with many great speakers and sessions as well as enjoyable social activities. The Monday keynote speaker is David Naster, presenting “Laughter is the Spice of Life”.

The Kansas City Marriot Country Club Plaza is the host hotel that is located within walking distance of many stores, specialty shops, and restaurants. Kansas City is known as the heart of America and “The City of Fountains”. There is also a claim to have some of the best barbecue in the world in Kansas City. Kansas City Human Resources is the Host Committee.

Get more information on the conference and registration from www.ipmacentralregion.org. Hope you did not miss out on the “early bird” registration (pay by April 4, 2008). You would have saved money and received a president’s gift.

As the Central Region President, I am looking forward to a large Michigan representation at the conference. **See you there!**



The Marriott Country Club Plaza
 Kansas City
 Missouri

Watch for details on the 2008 IPMA-HR
 International Training Conference

on

October 18-22, 2008

at

The Flamingo Las Vegas
 Las Vegas, Nevada



72nd Annual IPMA-HR Central Region Training Conference

June 1 - 4, 2008
Marriott Country Club Plaza
Kansas City, Missouri



"Recipe for Well Done HR"

Join us as today's public sector human resource professionals and managers join hands to learn and exchange ideas, practices and solutions, all to help you achieve excellence in the workplace.

Meet us in "The City of Fountains" on June 1 - 4, 2008!



Keynote Speakers

DAVID NASTER, international authority on the benefits of humor and laughter.
Author of *You Just Have to Laugh and When Work Gets TOUGH--you have to laugh.*

CHARLES W. GUSEWELLE, award-winning *Kansas City Star* columnist
writes about the things we already know--
the ordinary but indispensable, and sometimes ridiculous, happenings of our lives.

Check out the Central Region Conference web site

<http://www.ipmacentralregion.org/crc.htm>

Questions?

Contact Gail Strope at gstrope@jeffcitymo.org

MICHIGAN CHAPTER IPMA-HR 2007/2008 OFFICERS and BOARD

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Fax: 616-456-3728
Email: mjelks@grcity.us

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Fax: 313-456-2477
Email: leonardyvetter@michigan.gov

Jennifer Mason (Board Member)
Manager - Human Resources
Oakland County HR
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Fax: 248-975-9742
Email: masonj@oakgov.com

Cynthia Springer (Board Member)
Vice President of Org Dev
Grand Rapids Community College
Phone: 616-234-3915
Fax: 616-234-3907
Email: cspringe@grcc.edu

Note:

The Board is seeking individuals to contribute articles and ideas for the Michigan IPMA-HR News. Please contact Sandra Stuart (aka *the Publisher*) at the Michigan Civil Service Commission Agency (517-373-2154 or StuartS@michigan.gov).

Contributors:

Robbin Cooper, Kathy Haves,
Sandra Stuart, Brenda VanTull, &
David Van de Grift.



S L STUART
MI IPMA-HR SECRETARY
PERSONNEL MANAGEMENT SPECIALIST
MI CIVIL SERVICE COMMISSION AGENCY
400 SOUTH PINE ST PO BOX 30002
LANSING MI 48909



MICHIGAN CHAPTER

**INTERNATIONAL PUBLIC
MANAGEMENT ASSOCIATION
for HUMAN RESOURCES**

MICHIGAN CHAPTER IPMA-HR SCHOLARSHIP

2007-2008 APPLICATION

Michigan Chapter IPMA-HR will award one \$500.00 scholarship to a child of a Michigan Chapter IPMA-HR member who is pursuing an undergraduate degree at an accredited college or university. Preference will be given to individuals who are pursuing human resource or public administration degrees. **Students qualify for the scholarship if parent(s) or legal guardian(s) are current Michigan Chapter members and have maintained membership for the previous three (3) years.**

1. Applicant Data

Name: _____
Last First Middle Initial

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: (____) _____ Fax Number: (____) _____

Email: _____

2. Member Parent or Guardian Information

Name: _____
Last First Middle Initial

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: (____) _____ Fax Number: (____) _____

Email: _____

3. School Data

High School Name: _____

City: _____ State: _____

Graduation Date: Month _____ Year _____ Grade Point Average: _____

College Name: _____

City: _____ State: _____

Major: _____ GPA: _____ Expected Graduation Date: _____

4. Activities and Awards

List all school and community activities in which you have been involved. Please include awards, honors, and any offices held. Please indicate if they are high school or college activities.

5. Goals and Objectives

On a separate sheet of paper, please provide a brief statement highlighting your educational and career goals.

6. Human Resources

On a separate sheet of paper, please provide a one page essay describing what you feel are important aspects or issues in human resources management today.

Applicant's Signature

Date

Member's Signature

Date

.....

Important - For your application to be considered, you must include official copies of all high school and undergraduate transcripts. If you will be a college freshman, please include a copy of your college acceptance letter. Your application and all supporting documents must be received by **April 18, 2008.**

Please send the completed application to:

**Michigan Chapter IPMA-HR Scholarship Committee
Attn. Robbin Cooper
34625 26 Mile Road
New Haven, MI 48048**



MICHIGAN CHAPTER

INTERNATIONAL PUBLIC
MANAGEMENT ASSOCIATION
for HUMAN RESOURCES

April 2008

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- Provided teaching, authorship or research in the personnel area.
- Demonstrated leadership in favor of sound personnel principles by developing, sponsoring or promoting progressive legislation.

To nominate someone, please use the enclosed form. Please provide supporting documentation and a biography, if possible. The committee will review and evaluate the nominees based on the information submitted. **Please mail the completed nomination forms to me by April 28, 2008.** Thank you for your participation in this important process to recognize excellence in our field.

Sincerely,

Brenda VanTull

Michigan Chapter of IPMA-HR Awards Committee Chair

MICHIGAN CHAPTER of IPMA-HR
2007-2008 A. M. "Biff" Elliott Achievement Award
NOMINATION FORM
Due April 28, 2008

Please mail the completed form to:

**Brenda VanTull
Human Resources Specialist II
City of Detroit
Human Resources Department
2 Woodward Ave., Suite 314
Detroit, MI 48226**

Questions?

Phone: 313-224-3731

E-mail: vantullb@hres.ci.detroit.mi.us

The following candidate is nominated:

NAME: _____ TITLE: _____

EMPLOYED BY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____

Person(s) nominating this individual:

Name: _____ Title: _____

Employed by: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____

Please write a brief essay in support of your nomination, including specific references to achievements or activities related to the criteria; provide supporting documents if possible; and use additional pages if necessary.