

2007 OCHRS Officers

Scott Lowber, PHR
President
4-Star Trailers Inc.
324-7827

Kathleen R. Lyons SPHR
President Elect/Treasurer
The CIT Group, Inc.
945-1479

Lisa Fleming, SPHR
Vice President Workforce
Readiness
Metavante Corporation
728-1534

Joy Pollock, PHR
VP Programs
CIT 945-1418

Lynette Parmley
VP Legislative Affairs
C.L. Frates and Company
290-5761

Melanie Thompson Stillinger
VP Membership
Area Director of Sales
HLP Solutions 640-0220

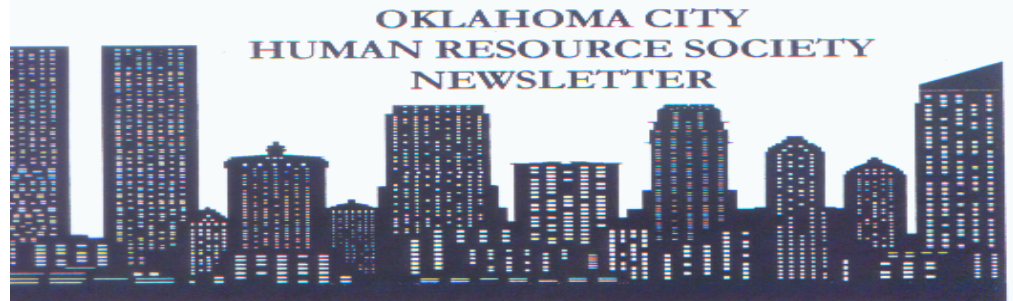
Cooper Johnson
VP Sponsorship
Maschino Hudelson &
Associates 359-0594

Gayle L. Barrett
General Counsel
Crowe & Dunlevy 235-7700

Susan Leonard
VP Public Relations
Jacobi Kelley Search
917-1773

Lindsey Nichols
VP Community Services
Nextep, Inc 292-1428

Stephany Wade-Tate, SPHR
VP Professional



July OCHRS 2007 Meeting

Internal Prisons The Thief of Productivity in Our Workforce

Meeting Agenda:

11:15 – 11:30 Registration
11:30 – 12:00 Chapter News and Lunch
12:00 – 1:00 Program

Speaker:

Troy Evans

Date: Thursday, July 26, 2007

Place: Francis Tuttle Tech. Center
Reno Campus
7301 West Reno Ave.
Oklahoma City, OK 73127

Cost: \$18 for members
\$25 for non-members
\$9 member-student





How my presentation relates to HR Managers:

It is Troy's belief that prison does not necessarily mean steel bars and razor wire. That we all have "prisons within ourselves", prisons that are just as confining as the one that held him for 7.5 years. Prisoners to fears, addictions, depression, overeating, overworking, bad relationships – the list could go on and on. What does this have to do with HR? Only when we ourselves, as well as those we bring into our companies are "whole" personally can we all become better professionally.

It is also Troy's belief that these internal prisons are the number one cause in lost productivity within our workforce. If people are worried about their relationships, their addictions, their fears, are they going to give you the best eight hours they possibly can? No, they're going to be on the phone mending relationships, feeding addictions and being preoccupied with their fears.

His program encourages HR managers to be proactive in their work, not reactive. Reactive people let the environment dictate and protect them. He shows HR professionals how they can become better people, and what is truly important in their lives. Only then can they become the most they can be on the job. He also touches on diversity in the workforce-relating the importance of employing ex-convicts.

No flip charts and statistics. Just a real life explanation on how they and those they employ can escape their internal prisons using the same tools and methods he used to escape his prison.

The Evans Group 3104 E. Camelback Road, #436, Phoenix, AZ 85016

Phone: 602.265.6855 • Fax: 602.285.1474 • Web: www.TroyEvans.com • Email:

Troy@TroyEvans.com



Bio

For over 15 years, Troy Evans pursued a career as a self-employed Addict, Drug Dealer, Gambler and Thief. Evans risked his life and sacrificed his family to satisfy his need for money, attention and independence. Ultimately, his disregard of values and discipline resulted in a 13 year Federal Prison sentence. Following a six-month crime spree, which included five armed bank robberies in three states, Evans' self-destructive lifestyle was brought to an end. He soon found himself within the razor wire and armed confines of the Federal Correctional Complex in Florence, Colorado where his neighbors included such notorious criminals as Timothy McVeigh and Terry Nichols.

Facing the obstacles, pressures and violence of prison life, Evans was determined that his time behind bars would not be wasted. He chose Education as his saving grace, despite the elimination of Federal Pell Grants for the incarcerated. Undeterred, Evans set out to secure funding on his own through scholarships, grants and foundation assistance. After six months of submitting applications, writing essays, begging, pleading and selling, Evans landed his first scholarship for one class. That was a beginning, and when Evans walked out the doors of prison, he carried with him two degrees, both obtained with a 4.0 GPA and placement on the Dean's and President's List.

Since his release, Evans has taken the Corporate, Association and Education speaking platforms by storm. Audiences are stunned by his endurance, accomplishments and remarkable personal transformation. With straightforward, real life examples, Evans shows how the keys to his success in prison are the keys to his success today, and how these lessons can be applied to escaping the "prisons within ourselves". He renews an appreciation for what is really important in all of our lives and motivates each and every person to overcome adversity, adapt to change, and to realize their full potential.

The Evans Group 3104 E. Camelback Road, #436, Phoenix, AZ 85016

Phone: 602.265.6855 • Fax: 602.285.1474 • Web: www.TroyEvans.com • Email:

Troy@TroyEvans.com



kellyservices.com

some things just get better with age

Kelly Services*—getting better for 60 years and counting.

After pioneering the temporary staffing industry in 1946, Kelly Services has continued to better itself through diversified service offerings, international expansion, and a continuous focus on meeting the needs of every customer.

Once offering clerical support from a small office in Detroit, Kelly* now staffs **office professionals, call center representatives, light industrial workers, and substitute teachers** across 33 countries and territories. And we're ready to put our experience to work for you.

Visit us online at kellyservices.com or contact your local Kelly branch today, and let us show you just how much better we've gotten with age!

Summer is here—and that can mean everything from seasonal peaks to staff vacations. Don't be caught short-handed!

Take advantage of our special summer offer: use the certificate below to receive **eight hours free on your next temporary staffing order** (minimum order of 37.5 hours).

Contact us today!

Kelly Services

1900 Northwest Expressway

50 Penn Place, Suite 340, Oklahoma City, OK 73118

phone :: 405.848.0516

Eight hours off on your next temporary staffing order*

To redeem:

1. Write your invoice number where indicated.
2. Deduct eight hours from your invoice total.
3. Enclose this section with the Remittance Copy of your invoice and your payment.

Branch Number _____ Invoice Number _____ Date _____

*Offer valid for a new temporary help order. Eight hours off applies to first week's invoice total. Minimum order: 37.5 hours. Not to be exchanged for cash or combined with any other offer. Offer may be modified or cancelled at any time.

An Equal Opportunity Employer © 2007 Kelly Services, Inc. 51318



KELLY
SERVICES

Gayle L. Barrett

Crowe & Dunlevy, P. C.

OCHRS General Counsel

Because changing workplace demographics, including women's increased participation in the labor force, have created the potential for greater discrimination against working parents and others with caregiving responsibilities, the U.S. Equal Employment Opportunity Commission (EEOC) has issued a new Enforcement Guidance on Unlawful Disparate Treatment of Workers with Caregiving Responsibilities. The new guidance is intended to assist employers, employees, and Commission staff in determining whether discrimination against persons with caregiving responsibilities constitutes unlawful discriminatory treatment under federal law. This article uses the examples given in the guidelines which illustrate circumstances under which discrimination against a working parent or other caregiver constitutes unlawful treatment under the federal statutes.

The federal laws do not prohibit discrimination based solely on parental or other caregiver status. Under federal laws discrimination must be based on a protected characteristic such as sex or race. A particular caregiver also may have certain rights under other federal laws, including the Family and Medical Leave Act.

Under the new guidelines, federal law is violated when a worker with caregiving responsibilities is subjected to discrimination based on a protected characteristic under federal law. Generally, this means that, under Title VII of the Civil Rights Act of 1964, unlawful treatment arises where a caregiver is subjected to discrimination based on sex and/or race. Unlawful treatment of a caregiver also can arise under the Americans with Disabilities Act of 1990 where an employer discriminates against a worker based on his or her association with an individual with a disability.

The new enforcement guidance illustrates various circumstances under which discrimination against a caregiver might violate federal law. Examples include:

Treating male caregivers more favorably than female caregivers: Denying women with young children an employment opportunity that is available to men with young children.

Sex-based stereotyping of working women: Reassigning a woman to less desirable projects based on the assumption that, as a new mother, she will be less committed to her job.

Reducing a female employee's workload after she assumes full-time care of her niece and nephew based on the assumption that, as a female caregiver, she will not want to work overtime.

Cont...

Subjective decisionmaking: Lowering subjective evaluations of a female employee's work performance after she becomes the primary caregiver of her grandchildren, despite the absence of an actual decline in work performance.

Assumptions about pregnant workers: Limiting a pregnant worker's job duties based on pregnancy-related stereotypes.

Discrimination against working fathers: Denying a male caregiver leave to care for an infant under circumstances where such leave would be granted to a female caregiver.

Discrimination against women of color: Reassigning a Latina worker to a lower-paying position after she becomes pregnant.

Stereotyping based on association with an individual with a disability: Refusing to hire a worker who is a single parent of a child with a disability based on the assumption that caregiving responsibilities will make the worker unreliable.

Hostile work environment affecting caregivers:

Subjecting a female worker to severe or pervasive harassment because she is a mother with young children.

Subjecting a female worker to severe or pervasive harassment because she is pregnant or has taken maternity leave.

Subjecting a worker to severe or pervasive harassment because his wife has a disability.

For more information go to the Equal Employment Opportunity Commission website at www.eeoc.gov.

This article is intended to advise OCHRS members regarding legal developments of which they should be aware. It does not constitute legal advice and should not be used to resolve legal questions. Readers should contact their employment counsel with regard to specific factual situations before acting with regard to the subject matter of this article.

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

FEDERAL MINIMUM WAGE

\$5.85 PER HOUR

BEGINNING JULY 24, 2007

\$6.55 PER HOUR

BEGINNING JULY 24, 2008

\$7.25 PER HOUR

BEGINNING JULY 24, 2009

OVERTIME PAY At least $1\frac{1}{2}$ times your regular rate of pay for all hours worked over 40 in a workweek.

YOUTH EMPLOYMENT An employee must be at least **16** years old to work in most non-farm jobs and at least **18** to work in non-farm jobs declared hazardous by the Secretary of Labor.

Youths **14** and **15** years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs under the following conditions:

No more than

- **3** hours on a school day or **18** hours in a school week;
- **8** hours on a non-school day or **40** hours in a non-school week.

Also, work may not begin before **7 a.m.** or end after **7 p.m.**, except from June 1 through Labor Day, when evening hours are extended to **9 p.m.** Different rules apply in agricultural employment. For more information, visit the YouthRules! Web site at www.youthrules.gov.

TIP CREDIT Employers of "tipped employees" must pay a cash wage of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the employer must make up the difference. Certain other conditions must also be met.

ENFORCEMENT The Department of Labor may recover back wages either administratively or through court action, for the employees that have been underpaid in violation of the law. Violations may result in civil or criminal action.

Civil money penalties of up to \$11,000 per violation may be assessed against employers who violate the youth employment provisions of the law and up to \$1,100 per violation against employers who willfully or repeatedly violate the minimum wage or overtime pay provisions. This law prohibits discriminating against or discharging workers who file a complaint or participate in any proceedings under the Act.

ADDITIONAL INFORMATION

- Certain occupations and establishments are exempt from the minimum wage and/or overtime pay provisions.
- Special provisions apply to workers in American Samoa and the Commonwealth of the Northern Mariana Islands.
- Some state laws provide greater employee protections; employers must comply with both.
- The law requires employers to display this poster where employees can readily see it.
- Employees under 20 years of age may be paid \$4.25 per hour during their first 90 consecutive calendar days of employment with an employer.
- Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates issued by the Department of Labor.



For additional information:

1-866-4-USWAGE 

(1-866-487-9243) TTY: 1-877-889-5627

WWW.WAGEHOUR.DOL.GOV

EMPLOYMENT EMPLOYMENT



Cobra/Benefits Specialist

Do you want an exciting opportunity with a fast growing company? If so, here are the reasons that you should join PAYCOM:

- ✓ Paycom is the nation's most popular Internet payroll and Human Resource service provider.
- ✓ Ranked in the Top 10 for the past 4 years on Oklahoma City's Metro 50 list of fastest growing companies in Oklahoma.
- ✓ Inc. Magazine named Paycom #156 on its list of fastest growing private companies in the country!
- ✓ The Independent Payroll Provider's Association awarded Paycom the 2006 Service Bureau of the Year for our above average client and revenue growth and client retention rate of 99%.
- ✓ Promotion opportunities available.

Who we are looking for:

Individuals who have completed their Bachelor's degrees, are outgoing and have excellent verbal and written communication skills and pay close attention to detail. Experience administering Cobra or other benefits is preferred, but not required.

What you will be doing:

This fast-paced position is responsible for setting up and maintaining clients' COBRA accounts, processing premiums, and processing Cobra letters. You will be taking incoming calls from clients and enrollees with questions regarding Cobra as well as working with our clients benefit administrators to handle any benefits issues.

What we have to offer:

This entry-level position offers competitive pay and a comprehensive benefit package. We have a fantastic training program for all new employees.

Qualified candidates should send their resumes to jobs@paycomonline.com.

Paycom is an equal opportunity employer.



HUMAN RESOURCE CLERK

Keystaff Staffing Service a temporary employment service is seeking a personable assertive, self starter who is sales and service oriented. Job duties: Interview and test applicants, fill temporary and full time job orders, telephone survey and follow up. Heavy contact with employees and clients. Knowledge of office procedures, computer experience a must. Previous Human Resources experience helpful. Base salary + incentives. Send resume to Keystaff Staffing Service, Attn: Shari Snyder, 1300 S Meridian Ste 108, OKC, OK 73108 sharisnyderokc@hotmail.com Fax #603-4411

EMPLOYMENT CONT.....

EMPLOYMENT CONT.....



Petra Industries is one of the top wholesale distributors in the world of Consumer Electronics. We are currently looking for a Human Resources Professional to join our team as HR/Benefits Specialist. This person will primarily be responsible for developing, implementing, and overseeing all Employee Benefits and Benefit meeting, as well as the administration of annual and New Employee benefit enrollment process.

Other responsibilities include:

- Conduct new hire process and assist with New Employee Orientation and training.
- Research, prepare and coordinate Affirmative Action plan.
- Help with online applications construction and implementation.
- Contribute to recruiting and staffing efforts including interviews, reference and background check.
- Coordinate and maintain compensation plan.
- Assist HR Management in any HR functions, including payroll, workers compensation, benefits, employee relations, terminations and any other field where assistance may be required.

Petra is experiencing tremendous growth and with that, we offer many opportunities for advancement. We are focused on providing superior customer service in every aspect and we hope to find a candidate with these same ideals. Send resume to jobs@petra.com



SHRM®



OCHRS

P O Box 30993

Midwest City, OK 73140-3993

Tel: 706-6499

hr@4startrailers.com

AFFILIATE OF



