

**PONCA CITY AREA  
SOCIETY FOR HUMAN  
RESOURCE MANAGEMENT**

**(PCA-SHRM#0668)**

**NOVEMBER - 2013  
NEWSLETTER**

**SHRM**<sup>®</sup>

SOCIETY FOR HUMAN  
RESOURCE MANAGEMENT

**HR Voice**

Member Advocacy that Makes the Difference





## 2014 Ponca City Area SHRM Volunteer

### Leaders

President: Robert A. Howard

President Elect: Rita Gravel

Vice President of Membership: Mike Daugherty

Secretary: Rusti Payne

Treasurer: Laurie Wedd

Board Member: Jeremy Kloth

Board Member/Legislation: Terry Brown

Past President/Web Master: Katy Muller

Past President: Mike Daugherty

Website: <http://poncacityarea.shrm.org>

PCA-SHRM is a 501 (c) organization



## Greetings Membership

If you have not paid your annual local membership please do so. The annual local dues are \$35.00 and National SHRM Membership Dues are \$180.00.

Please note the officers for 2013. PCA-SHRM does congratulate these officers for their volunteer service to PCA-SHRM.

### Welcome New Members:

**Beverly Edgemon, Dorado Foods**

**Jeremy Kloth, OSU-UML**

**Steve Crank, OESC Workforce Development**

**Charles Kelley, Supported Community Lifestyles.**

**Michelle Matney, Consulting and Field Services.**

**Debra Rist, NOC Student**

**Keri self, AMC Urgent Care**

**Gary Wilburn, Edwin Fair**

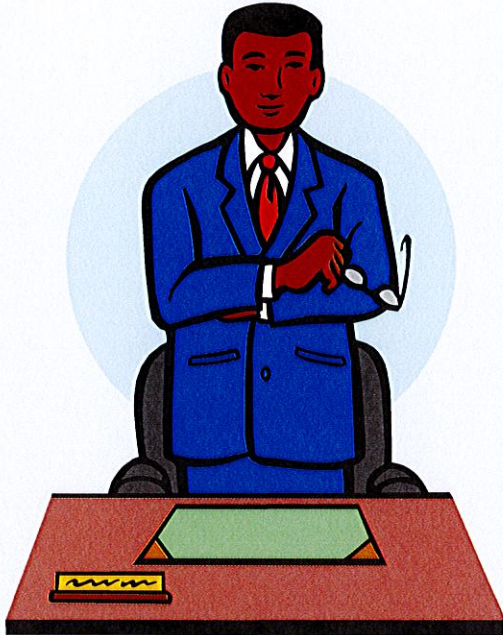
**November 12, board meeting. The previous meeting minutes were approved. The treasurer report was approved. 2014 officers were elected.**

**Howard indicated the December 10 meeting will be a Christmas lunch and networking meeting. Please bring a wrapped gift to exchange with a value of about \$10.00. Please attend to share ideas to make things better for your job as HR professionals. Some questions were raised such as:**

- 1. is Wednesday (Steak day at PTC) a better SHRM meeting day? The current meetings are on 2<sup>nd</sup> Tuesday during Jan, March, May, September, November, December**
- 2. Bring your questions or suggestion of this and other ideas.**

**Mike Daugherty, Vice-President of Membership suggested everyone is a PCA-SHRM recruiter. If you are aware of anyone who works in Human Resources that could benefit from our organization, please invite and bring them to a meeting introducing them to the group. There is no charge for their first time as a potential member guest. I agree with Mike we must work as a team to experience growth. Let's all do our part by inviting a guest to our meetings making our Chapter even stronger and better as a networking organization.**





In addition, as a PCA-SHRM member you will be called by phone as a reminder to attend our meetings. Our calling committee are as follows:

Rusti Payne-1 thru 10

Mike Daugherty-11 thru 20

Terry Brown-21 thru 30

Rita Gravel-31 thru 40

If you are not receiving any phone calls please let me know.

Please be understanding and courteous to them as they are volunteers for this Chapter trying to keep you informed.

Membership update with PCA-SHRM- 38 members and National SHRM members are 26 showing 68% of Chapter belonging to National SHRM. We must work at encouraging more SHRM National memberships for our Chapter.

Please communicate any new membership information to Mike Daugherty (401.3026) or Laurie Wedd, Treasurer (580.718.9990) or Robert Howard (718.4239).

The local PCA-SHRM Chapter meetings are held at Pioneer Technology Center (PTC), 2101 N. Ash Street, Ponca City. The meetings for 2013 are on the second Tuesday during January, March, May, September, November, and December. Each person will be able to go through the cafeteria line for lunch at about 11:30am and bring their lunch tray into our meeting room in Seminar area.

The meetings start at noon ending at 1:00pm. Please plan to arrive at least by 11:30am to get your lunch (Dutch Treat) but use carry out boxes and utensils for quick throw away or you must return your trays to cafeteria.

The board members always meet prior to each chapter meeting at 10:30am same time and location.

Please note all of our meetings will be held in PTC Seminar area until the expansion and construction project is completed.





Please stay familiar with our website. View it often for information and if you have any concerns let me know. The board Web Master Katy Muller does a great job with our updates.

(<http://poncacityarea.shrm.org>)

### **Upcoming Business Training**

**The local chapter is working very hard to get great subject topics such as:**

**January 14, 2014-1130am-PTC, Seminar area, Uniformed Services Employment and Reemployment Rights Act (USERRA) by Rachelle Buck. Lunch will be provided by the USERRA representative, RSVP to Robert Howard. Invite a friend to this meeting. This is important to ensure compliance with the law. No additional cost for invitees at this meeting.**

\*\*\*\*\*

Many thanks to Louise Abercrombie for the Ponca City articles regarding the PCA-SHRM meetings and topics. Our speakers really appreciate as well.

Please consider joining our local and National SHRM organization. There are many benefits for employer management representatives.

Remember, non-member attendees would be assessed \$10 for regular meetings and \$25 for Workshops.

Please attend the meetings, without your participation PCA-SHRM cannot be successful.

Best Wishes  
Robert A. Howard  
PCA-SHRM Chapter President





\*\*\*\*\*

\*Lunches are Dutch treat at Pioneer Technology Center, 2101 N. Ash Street, Ponca City, OK 74601. Meetings are in Seminar area.

**Remember: Board Meetings** are at 10:30am prior to each regular SHRM meeting  
**PHR & SPHR Certification Training**

Please call Laura Wedd (580.718.9990) Mike Daugherty (580.401.3026) or Robert Howard (580.718.4239) for more information.

**2013-PCA-SHRM Meetings**

1030am-1130am and 1130am-1pm  
2<sup>nd</sup>-Tuesday for these months:  
January 8-Affordable Healthcare  
March 12- Appraisals by Mark Macy  
March 28 Workshop-10am-noon,  
WorkComp,FMLA, Non-Discrimination, Gable-Gotwalls.  
May 14-Ponca City Mayor update  
June, July, August-No Meeting  
September 10-PTC Graduate Program and Sexual Discrimination.  
November 12-PCDA-Blue Wave update.  
December 10-Christmas Party, networking bring a wrapped gift value of \$10 to share.

\*\*\*\*\*

**2014-PCA-SHRM Meetings**

**Meetings are held at Pioneer Technology Center, 2101 N. Ash, Ponca City, OK 74601**

Board at 1030am-1130am  
Membership at 1130am-1pm  
2<sup>nd</sup>-Tuesday for these months:  
January 14-USERRA  
March 11-TBA  
May 13-TBA  
June, July, August-No Meeting  
September 9-TBA  
November 11-TBA  
December 9-Christmas Party





**Newsletter by Robert Howard,  
President, Ponca City Area-Society  
for Human Resource Management-  
PCA-SHRM.**

**If you are a non-member visiting our  
website and would like to attend a  
meeting considering membership,  
please call me and come as my  
guest.**

**Robert Howard-580.718.4239**

\*\*\*\*\*



# EMPLOYER SUPPORT OF THE GUARD AND RESERVE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

The Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) is the federal law that establishes rights and responsibilities for members of the Guard and Reserve and their civilian employers. USERRA affects employment, reemployment, employment benefits and retention in employment, when employees serve or have served in the uniformed services.

**ESGR and USERRA:** ESGR informs and educates service members and their civilian employers regarding their rights and responsibilities governed by USERRA. ESGR does not have statutory authority to enforce, but serves as a neutral, free resource to employers and service members. ESGR's trained ombudsmen provide mediation of employment and reemployment issues relating to compliance with USERRA.

**Statutory Authority:** Congress provided the statutory authority for investigating alleged violations of USERRA to the U.S. Department of Labor (DOL). If DOL finds that an employer has likely violated USERRA and is unable to secure voluntary compliance, DOL may refer the case to the U.S. Department of Justice for legal action against the employer.

## Employers:

*The law applies to all public and private employers in the United States to include federal, state and local governments; regardless of size. Providing that the service member meets all criteria, USERRA requires employers to provide the following:*

- Allow employees to participate in military service
- Prompt reinstatement into a job following military service
- Accumulation of seniority, including pension plan benefits
- Reinstatement of health insurance
- Training or retraining of job skills, including accommodations for the disabled
- Protection against discrimination

## Service Members:

*In general, if the employee is absent from a position of civilian employment by reason of service in the uniformed services, he or she is eligible for reemployment under USERRA by meeting the following criteria:*

- The employer had advance notice of the employee's service
- The employee returns to work in accordance with USERRA guidelines
- The employee has not been separated from service with a disqualifying discharge, or under other than honorable conditions





# EMPLOYER SUPPORT OF THE GUARD AND RESERVE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

## Reemployment Timetable:

To be eligible for protection under USERRA, the service member must report back to work or apply for reemployment within the following guidelines:

1-30 days of service	Report next scheduled work day*
31-180 days of service	Apply for reinstatement within 14 days following completion of service
181+ days of service	Apply for reinstatement within 90 days following completion of service

\*After 8 hours rest plus normal travel time from military training site to place of civilian employment.

**Ombudsman Services:** The ESGR Ombudsman Services Program provides information, counseling, and mediation of work place issues relating to compliance with USERRA. ESGR ombudsmen are neutral parties in resolving disputes between civilian employers and their employees serving in the Guard and Reserve. They work to resolve issues, in compliance with USERRA, to the agreement of both parties.

Hundreds of trained ombudsmen, located in each of the ESGR State Committees in all 50 U.S. states, Guam-CNMI, Puerto Rico, the U.S. Virgin Islands and the District of Columbia, are available to promptly respond to inquiries presented by employees or their civilian employers. Since many problems result from a lack of familiarization with the rights and responsibilities of each as defined by law, most of these requests for assistance are resolved quickly. When an ESGR ombudsman is unable to facilitate a resolution, parties are notified of the option to seek assistance through the Department of Labor/Veterans' Employment and Training Service for formal investigation and the option to seek private legal counsel.

## USERRA QUESTIONS?

Our customer service center operates from 8am to 6pm Eastern Time, Monday through Friday, to provide answers to USERRA questions, or refer cases to a trained ombudsman.

Call our customer service center toll-free at 1-800-336-4590. Questions may also be asked at [www.ESGR.mil](http://www.ESGR.mil) by completing a USERRA Assistance Request Form.

ESGR DEVELOPS AND PROMOTES A CULTURE IN  
WHICH ALL AMERICAN EMPLOYERS

**SUPPORT AND VALUE**

THE MILITARY SERVICE OF THEIR EMPLOYEES.





# EMPLOYER SUPPORT OF THE GUARD AND RESERVE

**Why is employer support important?** Almost half of our military force resides in the Reserve Component which is comprised of the Guard and Reserve. The men and women who serve in the Reserve Component are unique in that they also have civilian employers. Support of America's employers and the employees they share with the Nation ensures the viability of the all-volunteer force, and thus our national security.

**EMPLOYER SUPPORT OF THE GUARD AND RESERVE (ESGR)**, a Department of Defense agency, seeks to develop and promote a culture in which all American employers support and value the military service of their employees with ESGR as the principal advocate within DoD. ESGR does this by advocating relevant initiatives, recognizing outstanding support, increasing awareness of applicable laws and resolving conflict between employers and service members. *Paramount to ESGR's mission is encouraging employment of Guardsmen and Reservists who bring integrity, global perspective and proven leadership to the civilian workforce.*

## WHO WE HELP

ESGR works with all employers and all Guard and Reserve service members.

## WHAT WE DO

More than 4,700 volunteers and support staff are located in all 50 U.S. states, Guam-CNMI, Puerto Rico, U.S. Virgin Islands and the District of Columbia to provide the following services:

### ADVOCATE

ESGR advocates relevant initiatives on behalf of employers, service members and their families. We promote the importance of employer support through regular communications to military leadership, and serve as a communication link between employers and the DoD.

### RECOGNIZE

ESGR recognizes employers who practice human resource personnel policies that support employee participation in the Guard and Reserve with a series of DoD employer awards.

### INFORM

ESGR informs and educates service members and their civilian employers regarding their rights and responsibilities under the Uniformed Services Employment and Reemployment Rights Act (USERRA). Statutory authority for USERRA resides with the Department of Labor, and ESGR serves as a neutral, free resource to employers and service members. Information on the many resources is available at [www.ESGR.mil](http://www.ESGR.mil).

### MEDIATE

Trained ombudsmen provide information and mediation concerning the USERRA law. ESGR has hundreds of trained volunteer ombudsmen throughout the country ready to provide free mediation. Many conflicts arise due to a misunderstanding rather than a purposeful violation of the law, and ESGR can assist in resolving these issues and more.





# EMPLOYER SUPPORT OF THE GUARD AND RESERVE

## **ESGR PROVIDES EMPLOYERS:**

### **REGULATIONS**

ESGR provides copies of the USERRA Statute, law reviews, the Federal Code of Regulations for USERRA Implementation, and a non-technical guide to understanding the law.

### **POSTERS**

Employers are required to provide a notice of rights to employees who are entitled to the rights and benefits under USERRA. To meet this requirement, you can download free USERRA notices for both federal and non-federal workplaces to display.

### **TRAINING**

Links to free online USERRA training at [www.ESGR.mil](http://www.ESGR.mil) help employers to better understand the law.

### **BRIEFINGS**

ESGR volunteers can visit your workplace and provide USERRA training.

Join thousands of American employers who visibly affirm their support for their Guard and Reserve employees by signing a Statement of Support. Visit [www.ESGR.mil](http://www.ESGR.mil) to request your Statement of Support.

## **ESGR PROVIDES SERVICE MEMBERS:**

### **RESOURCES**

ESGR provides samples of military leave of absence forms, sample letters, service policies, and tips to help you avoid employment challenges.

### **UNDERSTANDING OF THE LAW**

Confused? *We can help!* ESGR provides wallet cards and other resources to help you understand your rights and responsibilities under USERRA.

ESGR volunteers attend mobilization/demobilization briefings to answer questions. Call ESGR toll-free at 1-800-336-4590 or contact your local Guard or Reserve unit for more information.

Show appreciation for supportive employers by nominating your supervisor for a PATRIOT AWARD. It's free, and an easy way to say thanks. Visit [www.ESGR.mil](http://www.ESGR.mil) to nominate your employer.

**Our customer service center is operational from 8am to 6pm Eastern Time, Monday through Friday, to provide answers to USERRA questions, or to refer cases to a trained ombudsman.**

**Call our customer service center toll-free at 1-800-336-4590. Questions may also be asked at [www.ESGR.mil](http://www.ESGR.mil) by completing a USERRA Assistance Request Form.**

ESGR DEVELOPS AND PROMOTES A CULTURE IN  
WHICH ALL AMERICAN EMPLOYERS

**SUPPORT AND VALUE**  
THE MILITARY SERVICE OF THEIR EMPLOYEES.

