

# **OPRA Human Resource Committee**

## **Meeting Minutes 5/8/2012**

### Attendance

Nancy Disbrow  
Angel Kohlrieser  
Lynn Emmons  
Anette Montgomery  
Bryan England

### Agenda

#### 1. Spring Conference/evaluations

- Teri Derry
  1. Discussed evaluations for Spring Conference. Overall consensus was positive. Highlights include:
    1. “Once a Bully has been identified what’s next?” received good reviews.
    2. “A Study of Harassment from Bill Clinton to Anthony Weiner and Penn State” Received good reviews especially with respect to the video and real world examples. There was a suggestion to use more DD cases.
    3. “Dealing with difficult Workers Compensation Providers and Claims” also received good reviews. Suggestion would be to get an example of an MCO.

#### 2. Worker’s Compensation open enrollment

- Only occurs every two years – April 30 –May 25, 2012
- Guest Speakers: Brent Isler from Comp Management and Comp Management Health Services;– half-hour Presentation
  - Transitional Work Grant: can receive up to 10% rebate.
  - Presentation on successful workers compensation program.
    - Identify preferred medical providers
      - Employee is still free to choose what physician they use.
    - Develop a post accident Policy and procedure.
    - Educate supervisors and Employees
    - Evaluate your program

#### 4. Fall conference ideas

- Topics
  - CEO’s
    - Leadership: Constructive criticism in the workplace
    - Law update for CEO’s
    - Building high performance teams
  - Affordable Health Care Act update
  - The Do’s and Don’ts of the NLRB
  - HR second day will be four sessions with Tom Dixon:

- The HR committee will give suggestions for the topics of those four sessions during the July 10<sup>th</sup> meeting.
- 5. Direct Support Professional Week – September 12, 2012
  - Discussion: encourage providers to think and create unique ways to support the DSP's of their organization.
- 7. NLRB (National Labor Relations Board) notices/update
  - Required Posting: As of now and for the foreseeable future, there is no posting requirement and no deadline for posting.
- 8. Benchmarking – overtime hours -
  - Nancy Disbrow
    - Providers are being asked during the month of May to submit % of Pay roll for overtime. This can be done monthly or quarterly.
- 9. 403B New Changes effective 7/1 and 9/1
  - Nancy Disbrow
    - Must train employees about the hidden costs.