



# Snake River Chapter of SHRM

Serving HR Professionals across the Magic Valley

Link to our website: [www.snakeriver.shrm.org](http://www.snakeriver.shrm.org)

# The Snake Byte

December 2017

## Save the Dates

### December Mtg./

### Christmas Party

CSI- Taylor Rm 277

December 14 -- 12-1:30

[Add to your calendar](#)

### Open Invite Hiring Event

Dept. of Labor- Twin Falls

January 17 -- 10-1

[See the Flyer Here](#)

### February Mtg on

### Engagement

CSI- Taylor Rm 277

February 8 -- 12-1:30

[Add to your calendar](#)

### Safety & Business Fest

CSI

March 26-28 -- All day

[See the Flyer Here](#)

### Idaho State Council of SHRM 2018 Conference

Volunteers Needed!

[See the Flyer Here](#)

### Christmas Craft Show

Buhl Moose Lodge

December 2 -- 11-7

[Add to your calendar](#)

### Holiday Bazaar

First United Methodist

Church

December 2 -- 9-4

[Add to your calendar](#)

## Happy Holidays!

The holiday season is upon us once again. We hope you all have a joyous holiday season well spent with family and friends! Please keep in mind there are many events happening this season throughout our chapter and the community. Be sure to check out the Save the Dates section (left) for some fun events coming up!

Our December meeting will consist of networking activities, prizes, raffles, setting goals, and some great food! Please try to make it to our Annual Party. There will also be a gift exchange for those who would like to participate. The gift should be valued at \$10 or less. As a board, we will be giving out a gift to every attendee.

## Affiliate News

- **2018 UPCOMING DUES!** *The New Year is upon us and it is almost time to renew your membership dues. Please do your best to have dues paid by the end of January. Paid members are allowed more access to certain features within the chapter. You don't want to miss out!*
- **Certification study group to begin first of the year.** *Cammon Wutzke, our chapter's certification chair, is conducting a study group for those interested in obtaining their SHRM certification. These study sessions will start after the New Year. If you have any questions, please reach out to Cammon at [cwtuzke@ft.newyorklife.com](mailto:cwtuzke@ft.newyorklife.com)*
- **Career Mentors needed at the Magic Valley Youth & Adult Services.** *MVYAS has a group of young adults in their Independent Living Program who appreciate hearing from various businesses in the community about career opportunities available. If your business is interested in being a career mentor or career day host please reach out to their Director, Felice Wolters at 208-734-4435 or [fwolters@mvyas.org](mailto:fwolters@mvyas.org)*
- **Website Updates!** *We are hard at work updating our chapter's website. Please be sure to check it frequently as there will be some great changes coming this month. It is our goal to make the site a better resource to HR professionals and have intriguing contents. Link to website [here](#).*

## **Be Aware of Scams! Protecting Your Employee's Information**

Last year multiple *loca* companies fell victim to various scams involving tax and personal information. Scammers are very good at making various forms of correspondence appear to be from company executives. This correspondence requests employee's very personal information, including their social security numbers. Take note, these scams are evolving out of the corporate world and trickling into various sectors such as schools, tribal organizations, healthcare, and nonprofits. In 2016, the IRS renewed a consumer alert after seeing a nearly 400% surge in phishing and malware incidents. As if that isn't terrifying enough, everyone is potentially at threat due to the Equifax Data Breach that affected 143 million Americans.

This is a reminder to everyone, please be wary of any correspondence you receive involving you and your employees personal information. Take the extra step and ensure the email is coming from a reputable source, not a cyber-scammer.

We have compiled a list of what could potentially be stated in various "spoof" correspondence, along with other potential threat causing actions.

- Kindly send me the individual 2017 W-2 (PDF) and earnings summary of all W-2 of our company staff for a quick review.
- Can you send me the updated list of employees with full details (Name, Social Security Number, Date of Birth, Home Address, Salary).
- I want you to send me the list of W-2 copy of employee's wage and tax statement for 2017, I need them in PDF file type, you can send it as an attachment. Kindly prepare the lists and email them to me asap.
- Requesting wire transfers to various accounts per the "CEO"
- Searching for paid tax professional help via search engines. Such as, downloading a paid tool that assists with preparing your taxes.
- Be aware of legitimate tax preparation sites and know that "tech support" will not place random calls to your home or business

In the unfortunate case that a company is scammed or receives a potential scam, the IRS states, you should immediately forward the email to [phishing@irs.gov](mailto:phishing@irs.gov) and place "W-2 Scam" in the subject line. Then, file a complaint with the [Internet Crime Complaint Center](#), operated by the Federal Bureau of Investigation. Please be vigilant with your information and recognize the signs of potential scammer!

Sources:

<https://www.consumer.ftc.gov/blog/2017/09/equifax-data-breach-what-do>

<https://www.irs.gov/newsroom/irs-alerts-payroll-and-hr-professionals-to-phishing-scheme-involving-w2s>

<https://www.irs.gov/newsroom/dangerous-w-2-phishing-scam-evolving-targeting-schools-restaurants-hospitals-tribal-groups-and-others>

<https://www.irs.gov/newsroom/national-tax-security-awareness-week-thieves-use-w-2-scam-to-get-employee-data>

## **Chapter Board Members:**

### **President**

Carol Anderson  
City of Burley

[carol.anderson@pmt.org](mailto:carol.anderson@pmt.org)

### **Past President**

Rebekah Yancey

Commercial Creamery Company

[rebekah@cheesepowder.com](mailto:rebekah@cheesepowder.com)

### **President- Elect**

Rachel Richins

Agri-Service

[rachelrichins@agri-service.com](mailto:rachelrichins@agri-service.com)

### **Treasurer**

Katrina Oksten

CSI

[KAOksten@csi.edu](mailto:KAOksten@csi.edu)

### **Secretary**

Sonya Haines

United Way of South Central Idaho

[sonya@unitedwayscid.org](mailto:sonya@unitedwayscid.org)

### **Interim Secretary**

Shauna Kraus

Willamette Dental

[skraus@willamettedental.com](mailto:skraus@willamettedental.com)

### **Membership**

Jan Duff

Easter Seals

[jand@esqw.org](mailto:jand@esqw.org)

### **Diversity**

Nanette Fisher

Easter Seals

[nanettef@esqw.org](mailto:nanettef@esqw.org)

### **College Relations**

Judy Heatwole

CSI

[jheatwole@csi.edu](mailto:jheatwole@csi.edu)

### **Workforce Readiness**

Kelly Fisher

Glanbia

[kfisher@glanbiausa.com](mailto:kfisher@glanbiausa.com)

### **Foundation**

Kansas Guthrie

Jerome County

[kquthrie@co.jerome.id.us](mailto:kquthrie@co.jerome.id.us)

### **Hospitality/Arrangements**

Shannon Kitchen

Napa Auto Parts

[shannon\\_kitchen@napaautoparts.biz](mailto:shannon_kitchen@napaautoparts.biz)

### **Newsletter**

McKenzie Gonzales

American Staffing

[burlevmgr@asitemp.com](mailto:burlevmgr@asitemp.com)

### **Legislative**

D'Andre Mathews

CSI

[dmathews@ooa.csi.edu](mailto:dmathews@ooa.csi.edu)

### **Professional Chair/Certification**

Cammon Wutzke

New York Life

[cwutzke@ft.newyorklife.com](mailto:cwutzke@ft.newyorklife.com)



## Workplace Diversity Gets Innovative

"It makes good business sense to have an employee base that looks like our customer base" said AT&T's senior vice president of human resources and chief diversity officer. Diversity in the workplace is extremely important to ensure you are serving your customers the best way possible. Our country is growing more diverse with each year. In fact, the Census Bureau projects Asian, Hispanic and multiracial groups, traditionally underrepresented populations, will hit majority status by 2044. We all know competition in our area is exceedingly tough this year; therefore, it is vital that businesses attract and retain a variety of employees. Research indicates, that businesses with a more diverse culture will outperform others in sales revenue, customers, and profits. Diversity in the workplace will directly affect your company's innovation and growth by bringing a conglomerate of ideas from various perspectives to the table. Many large businesses, such as Johnson & Johnson, are implementing stronger organizational diversity programs to include: personality types, thinking styles, and other factors. Creating a diverse culture in the workplace doesn't stop there, business professionals need to keep in mind that with a diverse culture there needs to be a sense of inclusion and healthy interactions to truly succeed. Howard J. Ross, founder and chief learning officer at the diversity consultancy Cook Ross, cited in the article an oft-quoted maxim: "Diversity is being invited to the party; inclusion is being asked to dance." Diversity and inclusion initiatives will help boost your company's productivity, collaborations, and profits. Learn more about how to create yours [here](#).



## CSI Workforce Training Programs starting in January

**Forklift General Knowledge and Safety** – During this course, students will receive both classroom and practical hands on instruction that involves the application of principles and operation of forklifts. Students will receive certification on General Knowledge & Safety for Sit-down Counterbalanced Forklifts. Call 208-732-6310 for more information or registration assistance.

**Where:** College of Southern Idaho – Applied Technology & Innovation Center

**When:** January 20, 2018 (Saturday), 8am to 2pm

**Cost:** \$120.00 (we will provide a 10% discount for each individual that signs up with groups of 3 or more)

**Introduction to TIG Welding** – During this course, students will be introduced to basic concepts of Tungsten Inert Gas Welding. Basic skills will be developed for shop and equipment safety. Students will work with steel and aluminum materials in several different positions and will receive both classroom and lab instruction. This is a pass/fail course with students earning a Certificate of Completion.

**Where:** College of Southern Idaho, Desert Building Room #105

**When:** January 29<sup>th</sup> – March 19<sup>th</sup> 2018 (Monday's only), 6pm – 9pm

**Cost:** \$430 (includes shop materials)

# Articles that May Interest You

## Mini-Cassia Develops Apprenticeship Program

The School to Registered Apprenticeship Program launched in Mid- November that allows high school students to work for companies involved in the program. Not only does this program allow for students to learn new skillsets, test drive a job, and gain a federal certification it allows for companies to keep the recent graduates local. This program would not be if it weren't for the collaboration of the following: Idaho Department of Labor, College of Southern Idaho, Cassia County School District, Minidoka County School District, McCain Foods, Fabri-Kal, and High Desert Milk. This program is in its early stages, but with its success they will be expanding it to the outlying areas. [Read the full story here.](#)

## Sexual Harassment Allegations on the Rise

It appears that we cannot turn around without another news release about some form of sexual allegations. There have been multiple stories released regarding sexual harassment of various degrees within the last year about news personalities, actors, and others. Many people turned to social media with their #MeToo stories revealing their personal experience with sexual harassment and abuse. With these recent releases, it is of no doubt that HR professionals are on their toes with their own sexual harassment policies and ensuring they are doing the best to make sure they are as compliant as possible. Check out the article from the SHRM website that include multiple [links](#) to some great information on sexual harassment claims.

# Legal Watch

## Washington State Enacts Healthy Starts Act

The Healthy Starts Act, recently enacted in Washington State, requires employers with 15 or more employees to provide accommodations to pregnant employees above and beyond those required by WLAD and ADAAA. Some are required to be provided, even without medical certification. Listed below are the following that *must* be provided:

- Limit lifting to 17 pounds
- Offer more frequent, longer, or flexible bathroom breaks
- Modify no-food-or-drink policy
- Make seating available or allow the employee to sit more frequently

The employer *cannot* request medical certification for these above listed accommodations. They must simply provide them. However, the following list are accommodations that *may* be provided with the verifiable proof in regard to hardship:

- Restructure job schedule or reassignment
- Temporarily transfer to less strenuous position
- Assist with manual labor or lifting
- Provide flexible schedule with prenatal appointments

As employers are updating their handbooks, they should consider a clause regarding accommodations made for pregnant employees and a statement covering retaliation.

## California Employers Face Myriad of New Laws

California Governor Brown signed a large number of new laws directly affecting employers. Many apply to labor and employment issues such as: teacher retirement funding, hazardous material notification, and construction contractors. Many states are enacting new laws around our great state of Idaho, which can only mean that it may soon cause a ripple effect. Take a look at the list released by Lexology on the new laws coming to California [here](#). The following are some laws that will go into effect January 1, 2018:

- Anti Harassment Training: Employers with 5+ employees but post a workplace notice regarding transgender rights. Employers with 50+ who are already required to provide sexual harassment training must include addressing harassment based on "gender identity, gender expression, and sexual orientation."
- Construction Contractor Liability: Direct contractors must assume and be liable for unpaid wages, benefits, or contributions that a subcontractor owes for labor connected to the contract.
- Criminal History: Approval of a broadened "ban-the-box" provision.