

Learning & Professional Development Committee Meeting

Friday, September 25, 2009
1:00 PM – 2:00 PM via teleconference

Conference Access: 1-866-670-5105
Password: 810964

- I. Welcome/Introductions/Announcements
 - a. Welcome to new members Gina Matki, Michael McCarren, Sharon Ricketts
 - b. Jeff Mikula announced as new LPD Committee Chair 2010
 - c. Discussion about Board of Directors elections, Committee Chair Selections, and succession planning for board positions. Full details and by-laws are on the website About page: <http://www.pittsburghhra.org/about.php>
 - d. The PHRA Strategic Plan 2009 – 2011 is posted on the website: http://www.pittsburghhra.org/Strategic_Plan.php
 - e. LPD Committee minutes are posted here: <http://www.pittsburghhra.org/168.php>
- II. Review of prior meeting minutes
 - a. Outstanding items have been included in the agenda for today.
 - b. Discussed changing our timeline for getting back to presenters – Agreed to target receiving feedback from the reviewers within 2 weeks and provide feedback to presenters within 1 month
 - i. Does the form need to change?
 - ii. What do we need to update as a result of this change?
- III. Strategic Plan Discussion: Demographics – Tammy & Jeff
 - a. Reviewed presentation from Tammy
 - b. Reference email & presentation from Tammy – demographics
 - c. Observations & suggestions from the group:
 - i. Once members reach upper management, much of the organizational incentive to pursue SPHR goes away.
 - ii. There is interest in pursuing offerings beyond downtown, specifically North Hills, Monroeville area, and South Hills; roughly in that order.
 - iii. Craig Brooks, a PHRA board member, is willing and well-suited to present a legal topic.
 - iv. We need to determine target audience for our LPD programs.
 - v. The membership committee is broadening their outreach to local colleges
 - vi. The suggestion was made to target mid to upper mgmt, but still have some adequate offerings for entry level.
 - vii. SPHR needs strategic credit for recertification need 60 overall credits (15 strategic) over three years for recertification.
 - viii. All programs delivered should be able to have HRCI credit approval.

- ix. Summer & early fall are very busy times for PHRA staff. It would be easier to have programs in other facilities if we avoid booking these times in other areas.
- IV. HRCI Certification Program Update – Dan/Vicki
 - a. Discussion from prior month regarding reduced fees HRCI certification repeats – proposal to committee due Sept. or Oct.
 - i. Sent survey to last 2 years of participants for feedback on program, received 2 responses.
 - ii. Reviewed policy proposal from Dan & Vicki regarding program fees to participants. Minor alterations were made and policy approved by committee. Janet to review with PHRA board.
- V. Conference follow-up
 - a. Liz to send out ~20 proposals to team, divided equally among team members.
- VI. Calendar assignments/Calendar status
 - a. Quick Recap of committed calendar events
 - b. Listing of the pending proposals still under review
 - c. November event: Towers Perrin Strategic program: HR's Role in Merger & Acquisition work – Michele working with Andy
 - d. Reminder that we can add a second event to certain months if needed pending survey review
- VII. Quick review of 2009 Action Plan & current proposals under review
- VIII. Next meeting date and time: Thursday, 10/22 1:00pm
- IX. Adjourn