

Human Resource Management Association of Manitoba

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**HUMAN RESOURCE MANAGEMENT
ASSOCIATION OF MANITOBA**

2007-2008 ANNUAL REPORT



About Us

Our Vision:

The Human Resources Management Association of Manitoba's vision is to be the provincial voice of human resources in Manitoba and Canada.

Our Mission:

The Human Resources Management Association of Manitoba's mission is to enhance and promote the value of the human resource profession and practices across Manitoba.



Human Resource Management Association of Manitoba: 2007-2008 Board of Directors Report

The Human Resource Management Association of Manitoba (HRMAM) represents over 1,200 diverse HR professionals and business people across Manitoba. In achieving our vision to be the provincial voice of human resources in Manitoba and Canada, our efforts and resources are aligned to enhance and promote the value of the human resource profession and practices across Manitoba.

HRMAM is governed by a Board of Directors that sets the strategic direction and is accountable for ensuring the long term viability of the Association.

HRMAM's Executive Director is responsible for delivering the Board's strategic plan. The Executive Director also has the key leadership role of ensuring effective collaboration between the Board, volunteers, staff, and the Association's extensive membership.

STRATEGIC FOCUS AND KEY GOALS

- 1. Learning and Development:**
Continue to build the learning and development capacity in order to enhance members' competence and confidence.
- 2. Service:**
Provide members with exceptional value-added services that are new or enhanced in response to member feedback and suggestions.
- 3. Marketing:**
Continue to develop and implement a communication, branding, and marketing strategy in order to raise the image and profile of the profession and the association.
- 4. CHRP:**
Increase the profile of the CHRP, in order to encourage members to become certified and employers to value the designation.
- 5. Alliances, Partnerships, and HR Voice:**
Continue to build alliances and partnerships with other organizations in order to raise the profile of the HR profession.

LEARNING AND PROFESSIONAL DEVELOPMENT

In 2007-2008, Learning and Development programming continued to support the Required Professional Capabilities (RPCs) of the human resources profession. Highlights of the year included:

- Dinner Meetings – topics included workplace engagement, Aboriginal inclusion as a business and social imperative, personal ethics, mature workers, people plans, polarity management, leadership development, and succession planning. Two dinner meetings were held in Brandon.
- Workshops – included sessions on generations in the workplace, strategic HR, work-life balance, collaborative intelligence, financial management, ethics in personal and professional decision-making, project management, influencing senior leaders and Aboriginal cultural awareness.
- Seminars – included overtime issues for HR, demographic challenges, disability in the workplace and HR's role, constructive conflict, informal workplace learning, and an employment and labour legislation update.
- HRMAM offered three CHRP NKE exam preparation workshops and two NPPA Facilitated Learning Sessions to prepare our members to writing the fall and spring exams.
- This year, HRMAM facilitated access to webinars on leadership, talent management, and workplace generations with The Business Source and CCH Canadian Ltd.
- This year, HRMAM held 30 learning and development events, attended by more than 1100 participants.

MEMBER SERVICES

Member Services welcomed new leadership to the 2008 Excellence in Leadership Awards Gala committee and the Member Satisfaction committee. At the end of the year, an extensive study of this portfolio was conducted. As a result, further improvements in the delivery of services to the membership will continue.

Key accomplishments, by subcommittee, include the following:

New Member & Student Services

- Continued to welcome new members via the Member Orientation Program. Three sessions were held and over 50 new members attended.
- Introduced a mentorship program and began recruiting for a Chair to lead this exciting new initiative.

Member Satisfaction

- The outcome of another new initiative saw 68 membership renewals as a direct result of personal contact being made with those whose membership had recently expired.
- The first annual Member Satisfaction Survey was conducted in the spring. A significant and diverse number of members were able to participate, which provided valid, meaningful results. The findings of the survey are being used to improve Member Services and details will be communicated to members in the fall.

Special Events

- The annual golf tournament held on June 6 was a success with over 120 participants, the largest number for many years.
- The Association's prestigious Excellence in Leadership Awards Gala held in March sold out for the second consecutive year. The Awards Gala recognizes human resource professionals who make daily contributions to the effectiveness of businesses, organizations, and associations. The Awards Gala also acknowledges the impact these professionals have on the development and success of Manitoba's economy.

MARKETING

Raising the profile of the HR profession and the work of the Association continues to be a high strategic priority. As a result, in April 2008, HRMAM welcomed a new addition to the Association's staff. The Marketing and Communications Coordinator's key role is delivering the marketing strategy and ensuring brand standards. Work immediately began on improvements to Association publications, including a new look and feel to HRMatters, HRMAM's bi-annual magazine. Significant enhancements are being planned for the website and a variety of new communication tools are in development.

After several years of dedicated involvement in building the marketing strategy, David Leschasin is stepping down as chair and Board member.

PROFESSIONAL DESIGNATION/CHRP

The main focus of the committee's work is to evaluate the Recertification Logs of Certified Human Resource Professional (CHRP) designation holders. While this kept the committee very busy this year, time was still found in order to be involved in a number of other initiatives.

- Involvement continued at the national level with a provincial representative sitting on the task force spearheaded by CCHRA to review questions on the NPPA.
- A representative sits on the National Recertification Committee, which ensures a consistent approach across all provinces related to the recertification process.
- A position paper regarding recommended changes to the Recertification Log was put together, with a request to the Board to take it forward to the CCHRA.
- At the request of HRMAM members, very successful Lunch n' Learn sessions were held to provide information regarding the recertification process. The pilot session was held in Brandon on May 15 and the Winnipeg session, which sold out in a day, was held on May 22. With such huge response, future sessions are being planned with the next one to be held in Winnipeg in September 2008.

GOVERNMENT RELATIONS

This committee was established in August 2005 with the purpose of monitoring legislation that affects the human resource management community and enhancing the relationship between the human resource profession and government representatives. Approximately 15 volunteers from the HRMAM membership belong to this committee and meet roughly once per month. Within the committee, members are divided into three sub-groups: Human Rights, Labour Relations, and Employment Standards, with a chair for each sub-group. Provincial legislation is reviewed in each area and discussions are held on where to advocate for changes in the provincial law. At meetings, Patrick Fawcett, law librarian at Taylor McCaffrey, provides a legislation update from across Canada and reports on recent decisions of interest from various level of courts and tribunals. In addition, the Chair participates on the national CCHRA Government Relations Committee as Manitoba's representative.

In the past year, the committee or its representatives met with the Director of Employment Standards and the Executive Director of the Human Rights Commission. The Labour Relations subgroup concentrated on researching comparable legislation and legislative changes in other provinces. The Human Rights sub-group has arranged to have an educational program for members in the coming academic year. The Employment Standards group has been developing an information document for all members on how changes to the legislation are being implemented in practice.

On the national level, the CCHRA government relations committee was reconstituted, and held a meeting in Ottawa which the provincial chair attended as Manitoba's representative. A number of issues were addressed, including immigration laws as they affect foreign recruitment, PIPEDA provisions, strike replacement worker legislation (private members' bills), engagement of Aboriginal workers, and many others.

For the coming year there will be a new chair of the committee, Shandra Czarnieckis, of the Aikins law firm in Winnipeg. Shandra will also serve as Manitoba's representative on the CCHRA Government Relations Committee. Grant Mitchell is stepping down as chair and Board member.

Board/Committee Members 2007-2008

Board of Directors

President: MaryAnn Kempe, CHRP

President-Elect: Diane Panting, CHRP

Treasurer: Susan Nemec, CA

Professional Designation/CHRP:
Cathy Gamby

Membership Services:
Catherine Schinkel, CHRP

Communications & Public Relations:
David Leschasin, CHRP

Government Relations: Grant Mitchell

Staff

Executive Director: Mark Hollingsworth

Manager, Learning & Development:
Irene Friesen-Hughes

Administrative Coordinator: Lori Thomas

Marketing & Communications Coordinator:
Elizabeth Holmstrom

Aboriginal Initiative

Co-Chair: Diane Carriere, CHRP

Co-Chair: David Wynne, CHRP

Cathy Bain
Rose Bear
Jeff Booth
Alvin Chartrand
Paula Harris
Dawn Haus
Mary Lavigne, CHRP Candidate
Shauna Morton
Jason Whitford
Katina Young, CHRP

Professional Designation/ CHRP

Chair: Cathy Gamby, CHRP
Mike Bereziak, CHRP
Dianne Couture, CHRP
Karen Froese, CHRP
Colleen Johnston, FCHRP
Richard Ludwick, CHRP
Barb Smith, CHRP
Jan Spak, FCHRP
Bruce Syme, CHRP

Member Services

Chair: Catherine Schinkel, CHRP
Gordon Camp
Sandra Conrad, CHRP
Eileen Corder
Matt Eldridge, CHRP
Shaneesa Ferguson, CHRP Candidate
Jody Harris, CHRP
Eileen Kirton, CHRP
Laura Kusko, CHRP
Stephanie Mages, CHRP
Evelyn Mayor, CHRP
Wade Miller
Janine Oliver, CHRP
Doug Pople
Yvette Price, CHRP Candidate
Jennifer Scott, CHRP
Heather Schwetz, CHRP
Marnie Tod
Eileen Trott, CHRP

Conference

Co-Chair: Sharon Harrald
Co-Chair: Colleen Thompson
Bev Braun-Allard, CHRP
Gail Chevalier, CHRP
Dori Chudobiak
Deanne Cockell, CHRP
Karen Debroni
Shannan Gradt
Pasquale Greco
Diane Panting, CHRP
Charlene Ramkissoon

Communications & Public Relations

Chair: David Leschasin, CHRP
Wendy Barlishen, CHRP
Karen Debroni
Deborah Marcus, CHRP
Kiro Stojcevski, CHRP
Debra Zier-Vogel, CHRP

Excellence in Leadership Awards - Event

Chair: Janine Oliver, CHRP
Wendy Barlishen, CHRP
Sandra Conrad, CHRP
Susan Flanders, CHRP
Greg Genik
Kim Getty, CHRP Candidate
Laura Kusko, CHRP
Erin Polcyn, CHRP
Jonathan Ryman, CHRP
Kerry Single, CHRP Candidate
Karen Wachal, CHRP

Excellence in Leadership Awards - Evaluation

Chair: Susan Flanders, CHRP
David Binda, CHRP
Barbara Bowes, FCHRP
Patricia Brennan
Brian King
Marilyn Robinson, CHRP
Bruce Syme, CHRP

Government Relations

Chair: Grant Mitchell
Mike Bereziak, CHRP
Patricia Clark, CHRP
Nenita DeLeon, CHRP
Patrick Fawcett
George Gysel, CHRP
Michelle Haddad, CHRP
Gisele Marks, CHRP
Lianne Mauws, CHRP
Laurel McLennan, CHRP
Allison Nixon, CHRP
Nick Pasquarelli, CHRP
Eileen Trott, CHRP



September 10, 2008

To: HRMAM Members

From: Susan Nemec, CA
Treasurer HRMAM

Subject: Financial Statements
June 1, 2007 to May 31, 2008

We have attached extracts of the annual financial statements reviewed by Grant Thornton LLP, Chartered Accountants as follows:

Page 7: **Review Engagement Report**

Page 8: **Statement of Operations**
Indicates an excess of revenue over expenses for the year of \$93,299.

Page 9: **Statement of Changes in Net Assets**
Reflects Unrestricted Net Assets of \$347,542 plus a Capital Asset Fund of \$12,384 and Restricted Net Assets of \$140,000.

Page 10: **Statement of Financial Position**
Indicates the assets, liabilities and net assets at May 31, 2008.

If you would like a complete copy of the annual financial statements, please contact Mark Hollingsworth, Executive Director at (204) 943-0884.

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Review Engagement Report

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To the Members of
Human Resource Management Association of Manitoba Inc.

We have reviewed the statement of financial position of **Human Resource Management Association of Manitoba Inc.** as at May 31, 2008 and the statements of operations, changes in net assets and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Association.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting principles.

Winnipeg, Manitoba

July 8, 2008



Chartered Accountants

Human Resource Management Association of Manitoba Inc. Statement of Operations

Year Ended May 31 (Unaudited)	2008	2007
Revenue		
Biannual conference	\$ -	\$ 214,147
Membership dues	216,024	187,543
Professional development events	142,441	120,987
Professional designation fees	80,534	67,584
Advertising	70,821	59,490
Member events	51,184	27,210
Interest	15,920	9,286
	<u>576,924</u>	<u>686,247</u>
Expenses		
Advertising	\$ 10,254	\$ 13,888
Bank and visa charges	10,351	6,707
Biannual conference	-	140,116
CCHRA	14,882	16,034
Committees	4,953	4,831
Consulting fees	7,400	4,200
CSAE membership	485	554
Depreciation	1,376	-
Insurance	2,483	2,483
Member services	51,908	14,268
Office and courier	8,206	6,072
Printing, postage and stationery	8,036	10,855
Professional designation	54,964	39,562
Professional development events	95,743	106,932
Professional fees	6,942	2,224
Recovery of CCRHA loan	-	(7,768)
Rent and occupancy costs	13,414	24,562
Technology and training	4,998	9,459
Telephone	5,139	5,164
Travel	1,580	1,429
Wages and employee benefits	177,107	163,096
Website	3,404	5,550
	<u>483,625</u>	<u>570,218</u>
Excess of revenue over expenses	<u>\$ 93,299</u>	<u>\$ 116,029</u>

Human Resource Management Association of Manitoba Inc.
Statement of Changes in Net Assets

Year Ended May 31
(Unaudited)

	2008			2007
	Unrestricted	Capital Asset Fund	Restricted	Total
Balance, beginning of year	\$ 266,627	\$ -	\$ 140,000	\$ 406,627
Excess of revenue over expenditures	94,675	(1,376)	-	93,299
Interfund transfer for equipment purchase	(13,760)	13,760	-	-
Transfer to restricted net assets (Note 7)	-	-	-	-
Balance, end of year	\$ 347,542	\$ 12,384	\$ 140,000	\$ 499,926

Human Resource Management Association of Manitoba Inc.
Statement of Financial Position

May 31
(Unaudited)

	2008	2007
Assets		
Current		
Cash and cash equivalents	\$ 159,813	\$ 205,584
Temporary investments	254,411	304,956
Receivables (Note 4)	140,862	54,800
Prepaid expenses	53,202	1,553
	<u>608,288</u>	<u>566,893</u>
Term deposits (Note 5)	195,352	21,548
Capital assets (Note 6)	12,384	-
	<u>\$ 816,024</u>	<u>\$ 588,441</u>
Liabilities		
Current		
Accounts payable and accruals	\$ 10,626	\$ 3,286
Deferred revenue (Note 7)	305,472	178,528
	<u>316,098</u>	<u>181,814</u>
Net Assets		
Restricted (Note 8)	140,000	140,000
Invested in capital assets	12,384	-
Unrestricted	347,542	266,627
	<u>499,926</u>	<u>406,627</u>
	<u>\$ 816,024</u>	<u>\$ 588,441</u>

Commitment (Note 9)

On behalf of the Association

Director *Susan Home* Director