



## GREATER VALLEY FORGE HUMAN RESOURCE ASSOCIATION, INC.



2119 County Line Road, Villanova, PA 19085 ☎ Phone: (610) 551-4736 ☎ Fax: (610) 525-2187 ☎ [www.GVFHRA.org](http://www.GVFHRA.org)

May 2011

### May 17<sup>th</sup> Dinner Meeting: The Leader's Role in Driving Execution

**When:** Tuesday, May 17<sup>th</sup>

**Where:** Crowne Plaza, King of Prussia

**Start time:** 5:30pm

#### 1.25 Strategic HRCI Credits

Lead the conversation about the role leaders play in developing strategy, but more importantly in driving that strategy through the organization via tactics that are clearly understood so that they are easily deployed; measured; reevaluated and modified as conditions change.

We'll also discuss some of the tools and tactics that AlliedBarton Security Services (ABSS) has used to grow from a small regional player into the largest American owned company in our industry. Participants will:

- Understand the importance of linking work (tasks) to corporate goals (strategy)
- Know how effective leaders drive strategy down to the job (delivery) level
- See
  - The tools ABS has employed successfully – “what”
  - Methodologies ABSS uses successfully – “how”
  - The skills ABSS focuses on
  - What ABSS measures
  - Follow up to ensure forward movement
  - Regular recalibration

As Vice President of Learning and Development for AlliedBarton Security Services, speaker Rich Cordivari leads more than 150 AlliedBarton Training professionals who are responsible for the training and professional development of more than 55,000 employees nationwide. This includes all aspects of Security Officer and Account Manager training and development. Training methodologies include traditional classroom training methods as well as self-study guides, podcasts, web conferences and The AlliedBarton EDGE which launched in January 2009. EDGE provides the next generation of learning and development tools for AlliedBarton's employees and was designed in partnership with Harvard Business Publishing

### Wage & Hour Requirements From The DOL Perspective

Thursday, May 19<sup>th</sup>

8:30 to 11:30 AM

Approved for 2.5 HRCI Credits

DeVry University, King of Prussia

We are pleased to present Joe McKeefery of the Wage and Hour Division of the U.S. Department of Labor who will bring his extensive experience working in Wage and Hour enforcement to this seminar.

SIGN UP TODAY at [www.gvfhra.org](http://www.gvfhra.org)

**Thank you to our GVFHRA May Dinner Meeting  
Sponsors-Drexel University and Lee Hecht  
Harrison**

**LEE HECHT  
HARRISON**

More options. Better results.

Lee Hecht Harrison is the global talent development leader in connecting people to jobs and helping individuals improve performance.

LHH serves companies which are facing increasing pressures on their business resulting from demographic shifts, productivity demands and changing global business requirements.

Many of these organizations are addressing these challenges by expanding their markets, investing in their people, deploying and redeploying their resources, and reducing their costs.

In doing so, these organizations frequently find themselves confronted with talent development challenges as well, including the need to engage and retain their people, develop leaders at all levels, provide career transition for separated employees and help their managers become proactive coaches who can effectively lead change.

LHH helps clients manage, develop and retain their most important asset – their talent. LHH offers talent solutions throughout the entire employee lifecycle – from on-boarding, through career and leadership development, engagement and retention, to redeployment and transition – all vital components to ensure organizations maximize their performance and results while maintaining a strong employer brand. We help clients maximize their return on investment in developing people, while assisting individuals to achieve their full potential.



The Drexel LEAD MBA in Malvern

Same Drexel MBA, Convenient Suburban Location

The Drexel University LeBow College of Business LEAD MBA program in Malvern optimizes leadership potential in a 24-month, part-time, cohort format. The program integrates leadership and ethics, technology management, industry perspectives, and a specialization option which are the hallmarks of a distinctive Drexel MBA education.

**Meeting Locations:**

**Dinners:** Crowne Plaza Hotel and Conference Center, King of Prussia

**Breakfasts:** Crowne Plaza Hotel and Conference Center, King of Prussia

**Meeting Costs:**

**GVFHRA Members who have registered in advance:**

**\$25** online

**\$30** reserve more than 3 days in advance and pay at the door

**\$35** any reservations made in the last 3 days

**GVFHRA members who are NOT pre-registered and all guests:**  
\$35.00

**Students:**

\$20.00 (enrolled in a minimum 2 courses of 6 credit hours & not in a full time exempt HR job)

**To Register:**

Mail payment to GVFHRA, phone (610) 551-4736 or visit [www.gvfhra.org](http://www.gvfhra.org).

GVFHRA will bill “no-shows” who do not cancel reservations.

**ATTENTION  
NEW MEMBERS!!**

GVFHRA encourages you to attend a New Member Orientation session held at 5:15 pm prior to each dinner meeting. Come learn all about us and meet new people!

Ask at the registration desk or find an Ambassador Member for assistance. We look forward to seeing you!

## President's Message



Dear HR Colleagues,

The members of the Greater Valley Forge Human Resources Association are the greatest! I have always known this because I have been a GVFHRA member for many years. However, my feelings have been confirmed many times over as I have interacted with so many of you during my term as President of the chapter. It has been my pleasure and privilege to serve as President of GVFHRA. Thank you for your support. You are the best!

I would like to thank my Board of Directors and all the Committee Members who made my year as President a great success. This dedicated group has generously volunteered their time and expertise. They have done a fabulous job in leading the multitude of programs and initiatives of GVFHRA! A very special 'thank you' goes to Lori Stokes Powers, the GVFHRA Chapter Administrator. Lori has been my right hand person (and sometimes my left hand too) in keeping up with all of the details of our very busy chapter.

We won SILVER!!! Each year, every SHRM chapter submits a list of accomplishments to national SHRM in a report card called SHAPE - SHRM Affiliate Program for Excellence. We did a fantastic job attaining the Silver award. Unfortunately we missed the Gold designation by one category - our membership numbers did not increase by the requisite 10%. My outgoing request to you is to help grow GVFHRA. Please recommend GVFHRA membership to your HR friends and colleagues. As you already know, we offer fabulous educational programming with HRCI credits. We also have the greatest networking opportunities. As a special incentive, any new member who joins in May has a membership valid through August 30 of next year. Help GVFHRA attain the Gold next year!

Since my message this month has been about various aspects of Leadership, I find it very appropriate that the topic of our May 17th dinner meeting is "The Leader's Role in Driving Execution." Our speaker this month is Rich Cordivari, Vice President of Learning

and Development for AlliedBarton Security Services.

As HR leaders in our organizations, we all know that a good idea is only as great as its execution. Rich will be leading a conversation about the role leaders play in not only developing strategy but how to drive that strategy through the organization. The tactics Rich will present have been used to grow AlliedBarton from a small regional player into the largest American owned company in their industry.

GVFHRA is committed to our members in transition.

Please don't forget the Career Transition meeting on May 2nd led by Frank Powell at Lee Hecht Harrison in Berwyn. I would also like to take a moment to thank Amy Dinning and Brenda Grove who presented "Jump Start your Job Search" on April 16th at Villanova University. The 90 participants who attended verify the need for career transition programming and support that GVFHRA provides.

My term as President of the Greater Valley Forge Human Resources Association will end on June 30th.

It is a bittersweet moment. I am passing the gavel to David Benglian, who has great things planned for you during his term as President of GVFHRA for the 2011-12 fiscal year. Congratulations, David!

Have a wonderful summer. See you in September!

Anita

Anita V. Dombrowski, SPHR  
President, GVFHRA

## We Need You!



GVFHRA is seeking volunteers for Board and Committee positions for the 2011-2012 fiscal year.

If you want to help make GVFHRA the greatest chapter in SHRM, WE NEED YOU!

Contact Lori at [gvfhra@aol.com](mailto:gvfhra@aol.com).

## College Night Scholarship Awards

With the presentation of our annual *Michael R. Losey Scholarship Awards*, the 2011 College Night Dinner Meeting was a wonderful experience for all who attended. Our two scholarship award winners this year were Rachel Williamson, Undergraduate Award, and Gail Crane, Graduate Award.

With a major and a 3.98 GPA in business management and a concentration in human resources, Rachel Williamson has been an integral factor in establishing a student SHRM chapter at Widener. Her efforts recruiting students, writing the chapter's constitution and bylaws, and organizing events resulted in the Widener chapter becoming an official Widener student group at the beginning of this past semester as well as positioning itself to become an official SHRM student chapter. Rachel also provides tutoring to students on campus and has served as a public relations intern in the summer of 2010.

Gail Crane is enrolled at St. Joseph's University as a graduate student with a major in Human Resource Management. At Saint Joseph's University, she has served since 2009 as a member of the Advisory Board to the Human Resource Program using her professional expertise, peer influence and knowledge to further the mission of the Board. She has served as member of the HR sub-committee for the Philadelphia Independent School Business Officers Association and was also a third place winner in St. Joseph's University Fall 2008 graduate student ethics paper competition. Gail earned her undergraduate degree from Temple University.

While attending graduate school part-time, Gail works full time at the Quaker School at Horsham as the Business Manager. In addition to her professional and academic pursuits, Gail also gives back to the community in need. This is demonstrated by her volunteer work at Community Women's Education Project. In addition to her membership with the GVFHRA, Philly SHRM and National SHRM, she also passed her SPHR certification in June, 2010.

Following the awards presentation, Lorraine Webb, Vice President of Organizational Development at Philadelphia Gas Works, shared her invaluable insight

about "*Succession & Workforce Planning Aligned to Strategic Business Objectives.*"

Thank you to our sponsors and our speaker, and congratulations to both scholarship winners. Please plan to join us next year for our April College Night.



*Left to right for the photo:*

*Melissa Landsmann, Rachel Williamson, Gail Crane, Anita Dombrowski, Heather Dromgoole*

## How to Work the Room and Other Winning Approaches to Common Networking Situations

Please join us on Monday, May 2 from 5:30 PM to 7:00 PM for a lively discussion on networking. Our speakers will be Frank Powell, Vice President for Lee Hecht Harrison and Amy Dinning, Training and Development Consultant.

Almost everybody knows that networking is the most common way that job seekers find their next opportunity. How can you improve your networking results? Join as we discuss:

- How do I ask for a networking meeting? (By phone? By e-mail?)
- How should I prep for a networking meeting?
- What should the agenda be for a successful meeting?
- What about follow up after a meeting?

- How do I “work the room” at a networking function?
- How do I grow my professional network?
- Who are the “connectors” in HR? How do I meet them?

If your networking activities need a boost, don't miss this important meeting

### Great Advertising – Great Value

Newsletter Ads for as little as \$50/month!

Bus. Card size	(3-1/2”w x 2”h)	\$ 50
¼ page	(3-1/2”w x 5”h)	\$ 75
½ page	(3-1/2”w x 10”h) or (7-1/2”w x 5”h)	\$ 150
Full page	(7-1/2”w x 10”h)	\$ 300

Discounts available for multiple monthly insertions.

**Website Banner Ads as low as \$250/month!**

½ price for GVFHRA meeting/seminar sponsors.

Details at [gvfhra.org](http://gvfhra.org) and click on sponsor/ad ops.

Contact Lori Stokes-Powers (610) 551-4736

## A New Law for Pennsylvania's Construction Industry: The Construction Workplace Misclassification Act

By:

*Susan R. Fiorentino, Esq.,*

*Gallagher, Schoenfeld, Surkin, Chupein & DeMis, PC*

*Co-Chair, Legislative and Governmental Affairs Committee*

### *Independent Contractor or Employee: How Do I Tell the Difference?*

It's a common issue faced by employers: how to properly classify and pay workers. The majority of workers in the United States are considered “W-2” employees, which, generally speaking, means that employers are responsible for making payroll deductions from their employees' paychecks for items like taxes or unemployment and workers' compensation insurance. In addition, because there is

an “employer-employee” relationship between the parties, employers are required to abide by federal and state wage and hour laws. At the end of the year, the employer then issues a W-2 tax form for each employee, listing total income as well as total taxes withheld. But some employers rely on independent contractors to perform work. In such cases, these workers are not on the employer's regular payroll, and do not share in the employee benefits programs administered by the employer. Rather, they receive compensation for work performed, and that compensation is then reported to the Internal Revenue Service via form 1099. Employers are not required to withhold any payroll taxes for 1099 workers.

Employers can get into trouble if they intentionally or unintentionally misclassify workers as independent contractors instead of employees. Generally speaking, in order to classify a worker as an independent contractor, the worker must meet certain criteria. The U.S. Supreme Court has indicated that there is no single rule or test for determining whether an individual is an independent contractor or an employee for purposes of federal wage and hour laws like the Fair Labor Standards Act, but among the factors that are significant are:

- The extent to which the services rendered are an integral part of the principal's business;
- The permanency of the relationship;
- The amount of the alleged contractor's investment in facilities and equipment;
- The nature and degree of control by the principal;
- The alleged contractor's opportunities for profit and loss;
- The amount of initiative, judgment, or foresight in open market competition with others required for the success of the claimed independent contractor; and
- The degree of independent business organization and operation.

### ***The New Pennsylvania Law for the Construction Industry***

Historically, the construction industry has had problems with the proper classification of workers as either independent contractors or employees. To address this concern, the Pennsylvania legislature recently passed the Construction Workplace Misclassification Act (“CWMA”) designed to clarify when a worker in the construction industry is to be considered an independent contractor rather than a W-2 employee. The main intent of the law is to crack down on employers who try to escape payment of taxes and/or unemployment and worker’s compensation insurance.

Under the CWMA, an individual who performs construction work either in a residential or commercial setting—whether new construction, demolition, or remodel-- may be considered and paid as an independent contractor **only if**:

- The individual has a written contract;
- The individual is free from control or direction over performance of such services, both under the contract and in fact; AND
- The individual is customarily engaged in an independently established trade, occupation, profession or business.

With respect to item “C” above, the CWMA states that an individual is customarily engaged in an independently established trade, occupation, profession, or business only if:

- The individual possesses the essential tools to perform the services independent of the business for which the services are performed;
- The individual must realize a profit or suffer a loss for the project;
- The individual must have a proprietary interest in their business;
- The individual must have a business location separate from the business or person for whom the services are being performed;

- The individual independently performed the same services for another person, or was available and able to independently perform these services for another person and represented that these services could be independently performed for another person; AND
- The individual must maintain liability insurance of at least \$50,000 during the term of the contract.

All six (6) of the above criteria must be met in order for a worker to be considered an independent contractor. The Act also prohibits an employer from retaliating against any person who exercises rights under the law, including the filing of a complaint or informing another about an employer’s noncompliance with the Act. Furthermore, an employer may not intentionally contract with another employer knowing that the employer intends to misclassify employees.

#### ***Penalties:***

A company or its officer or agent may be subject to penalties if the business fails to properly classify an individual as an employee under the Pennsylvania Workers’ Compensation Act or the Unemployment Compensation Law or fails to provide workers’ compensation coverage or make unemployment compensation contributions on behalf of an individual who should be classified as an “employee” under those laws. Each individual misclassification by an employer is a separate violation of the law and constitutes grounds for separate penalties. For example, the Pennsylvania Department of Labor & Industry may assess civil penalties of up to \$1,000 for the first violation and up to \$2,500 for each subsequent violation, or it may seek a stop-work order from a court for intentional violations. Violations of stop work orders also constitute grounds for additional fines of \$1,000 per day. The Department may also refer intentional or negligent violations to the Attorney General for criminal prosecution. An intentional violation is a criminal misdemeanor and a negligent misclassification is a criminal summary offense.

The new law makes clear that classifying a worker as either an independent contractor or an employee depends on a number of very fact-specific criteria. If you are in the construction industry, it is best to consult legal counsel if you are uncertain about the distinctions between the different categories.

### ***What if the Employer is NOT in the Construction Industry?***

This is a good time for *all* employers—even those outside of the construction industry—to evaluate whether workers are properly classified. To that end, if you pay workers as independent contractors, consider conducting an audit of your workforce to evaluate compliance with state and federal laws. Most importantly, employers should be sure to have in place a well-drafted independent contractor agreement which clearly spells out the status of the worker as an independent contractor, along with the rights and responsibilities of each party. States are increasingly concerned about violations in this area of the law, so employers who use independent contractors need to take proactive measures to ensure legal compliance.

For additional information about this article, contact Susan R. Fiorentino, Esq., at 484-356-1901, [sfiorentino@gsscd.com](mailto:sfiorentino@gsscd.com).

## **GVFHRA New Members**

<b>Name</b>	<b>Company</b>
<b>Peggy R Doran</b>	Peggy R Doran, Consulting
<b>Joanne Hadrick</b>	
<b>Nancy Mazzone MS HR</b>	SolomonEdwardsGroup, LLC
<b>Sharon A McCrae SPHR</b>	DeVry University
<b>Joseph T Owen SPHR</b>	Warwick-Rhodes Partners, Inc

## **Reminder – Presidents' Award**

This is your opportunity to recognize a GVFHRA member for her or his contributions to the success of the Chapter. Nominate a deserving member today for the annual Presidents' Award. For additional details, including past recipients, criteria and nomination form, click on the link below.

[http://www.gvfhra.org/presidents\\_award.asp](http://www.gvfhra.org/presidents_award.asp)

Deadline for nominations is Friday, June 18. The award will be presented at the September 21<sup>st</sup> dinner meeting.

## **GVFHRA Board of Director Slate of Candidates**

The GVFHRA 2011 Nominating Committee is seeking candidates interested in serving on the Chapter's Board of Directors and various Committees. The slate of nominees will be approved by the membership at the May 17th Dinner Meeting. If you are interested in being considered for a Board or Committee position, please contact any member of the Nominating Committee: Leon Singletary, Edwina White, Maria Brice or David Benglian, President-elect.

### **GVFHRA Job Bank**

#### **Find Jobs:**

*Free to Job Seekers*

#### **Post Jobs:**

*Discounted rates for GVFHRA Employers*  
**Check the website [www.gvfhra.org](http://www.gvfhra.org) under Careers for more details**

## **GVFHRA is Out and About at Local Colleges**

The College Relations Committee has been active in events at the local colleges and universities before the summer break starts. On Monday, April 18, Co-chairpersons Heather Dromgoole and Melissa Landsmann met with students at Widener University to discuss career pathing for HR professionals as well as the professional and personal benefits of SHRM and Greater Valley Forge Human Resource Association involvement.

On Wednesday, April 27, the College Relations Committee presented a workshop at Cabrini College on Interviewing Skills, providing students and community members in attendance with information on the details of how to prepare for an interview, what

to expect at the interview and how to best position yourself for success.

Part of the mission of the College Relations Committee is to help prepare students for careers in HR as well as to generate awareness of professional networking organizations such as the GVFHRA and to discuss with students the positive impacts such groups can have on your career development. If you are a student or a faculty member at a local college

and have questions about how the College Relations Committee might be able to help yourself or your students, please contact Committee Co-Chairs at [hdromgoole@accessgroup.org](mailto:hdromgoole@accessgroup.org) or [mldmann@accumepartners.com](mailto:mldmann@accumepartners.com).

*Do you have a career or educational milestone to share?  
Please contact our Newsletter Coordinator and let us  
know at: [WMcMenamin@hcl-axon.com](mailto:WMcMenamin@hcl-axon.com)*

**SAVE THE DATE**  
**MONDAY, OCTOBER 17<sup>TH</sup>, 2011**  
**FOR THE**  
**GREATER VALLEY FORGE HR SUMMIT**  
**TO BE HELD AT ST. JOSEPH'S UNIVERSITY**  
**.....MORE INFORMATION COMING SOON!!**



# May 2011

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<b>2</b> Transition Group Meeting at Lee Hecht Harrison in Berwyn 5:30 PM	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
<b>16</b>	<b>17</b> Dinner Meeting: <i>The Leader's Role in Driving Execution</i> <i>1.25 Strategic Credits</i> 5:30 p.m. at the Crowne Plaza, King of Prussia	<b>18</b>	<b>19</b> <i>Comp and Benefits Committee: Wage &amp; Hour Requirements from the DOL Perspective</i> <i>2.5 HRCI Credits</i> 8:30 to 11:30 AM DeVry University King of Prussia	<b>20</b>
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>30</b>	<b>31</b>	<b>1</b>	<b>2</b>	<b>3</b>