

**2013 ITAC HR Forum Planning Session Meeting Notes**  
**Thursday, January 31, 2013**  
**Hosted by: AMD, Markham**

**HR Forum Meetings for 2013**

- 1. Date:** March 19, 2013  
**Hosted by:** **Hewlett Packard - Mississauga**  
**Moderators:** **Dianne Dowsett of HP and Sonya Stevens of Knightsbridge**  
**Theme:** Training, learning and development programs and enabling team effectiveness in a matrixed or virtual environment. Influencing without authority. Speaker – Knightsbridge. ITAC Training initiative after lunch
- 2. Date:** May 23, 2013  
**Hosted by:** **Salesforce.com or NorthgateArinso Canada - Downtown**  
**Moderators:** **Lydia Madonia of Salesforce.com and Rick Croft of NorthgateArinso**  
**Theme:** Global HR trends, “disruptive”. What’s new and hot? Innovator to speak? Panel? Technology and HR. What’s new? Across various areas of HR (communication, recruitment, social tools, cloud)
- 3. Date:** Sept 19, 2013  
**Hosted by:** **XEROX - Midtown**  
**Moderator:** **Nadia Cerisano of Xerox**  
**Theme:** Change management: culture/m&a/org change in business strategy. Potential Xerox speaker. Leadership competencies as it relates to leading through change. Breakout to discuss common barriers and solutions to overcome.
- 4. Date:** Oct 17, 2013  
**Hosted by:** **CGI - Markham**  
**Moderators:** **Trista Straver of Radford, Diana Holec of Aon Hewitt**  
**Theme:** Compensation and Rewards: Radford survey trends with Tim Hadlow. Benefits and pensions panel moderated by Aon – Michael Kennedy. Radford survey analytics. Breakout at 11:30 for comp, ben and wellness discussion.
- 5. Date:** Nov 20, 2013  
**Hosted by:** **SAS – Downtown**  
**Moderators:** **Ashok Selukar of CSI Secure Inc., Marwa Jazi and Paula Parekh of Dell Canada and Norm McDevitt of ICTC**

**Theme:** Immigration: legislative changes/addressing skills shortage. Recruitment: metrics/optimizing recruiter performance/online tools such as Facebook. Diversity: attraction, inclusion, m & a, cultural challenges, gender.

**6. Date:** Jan 30, 2014  
**Hosted by:** ORACLE – Mississauga  
**Moderators:** Sheryl Helsdon-Baker of Oracle and Bruce Markowitz of Unisys  
**Theme:** 2014 Planning session

**Note:** Samsung have agreed to be a backup host

**New suggestions:**

- Solicit roundtable topics in advance and follow up with confirmed attendees (Micheline to send email to attendees a few days prior to meeting.
- Post a list of roundtable topics in the meeting room at the beginning of each HR Forum session (include the topic list created at today's planning meeting, plus ideas submitted during meeting registration); have attendees put a checkmark beside topics they want covered, and invite them to add new topics to the list
- Be more flexible on future meeting topics to allow for hot topics to be covered
- For panels, next step for a larger conversation? Condense RT topics? Follow up with conf call?
- Use roundtables to keep main topics moving forward and to solicit ideas for future topics, and even topics planned for later in the current year
- Solicit additional topics through a separate survey or feedback form. List topics for people to rank
- LinkedIn page for HR Forum (Micheline to set up)
- Continue with the basics such as employment law, trends, compensation and benefits trends, networking and knowledge sharing. As well as keeping ahead of the curve (lead vs. lag), change management
- Segmenting audience – understand participant's business to understand their needs and what they want in these sessions. This should be explicitly understood in the planning process to ensure there's applied conversation as well as theory. Move this forward with discussions, breakouts and roundtables
- Begin applied discussion at 11:30 (target)
- Consider ending at noon, and skipping lunch, or some sessions end at 12:30 – host dependent?
- Host or ITAC to provide name tags for each session

**Roundtable topics:**

- Retention
- Engagement implementation/ Workforce analytics
- Early retirement programs

- Employee relations/exiting ees/difficult ees/disruptive trends/contractors
- Coaching for success/the role of HR as executive coach

**Membership Drive:**

- Nadia Cerisano– Xerox
- Marwa Jazi – Dell
- Sheryl Helsdon-Baker – Oracle
- Kevin Jones – IBM
- Angelo Latassa – IQ Hunt
- Tony Kerekes – Nvision Consulting

Micheline will organize a conference call in February for those that agreed to be on the membership drive.

Action: Micheline to send a copy of the ITAC member companies and a copy of the HR Forum members will be sent prior to the call.

**Action Items**

- Micheline to update the host and moderator document and send to those hosting and moderating for 2013 and ensure info is included about who is responsible for technology set up for remote speakers (Micheline)
- Create summary chart of 2013 Meeting Topics/dates/locations (Micheline)
- Post the 2013 Meeting Chart on the ITAC HR Forum website and distribute by email to members (Micheline)
- Set up LinkedIn Group for the HR Forum members and email to members (Micheline)
- Conduct a membership drive with those who volunteered to assist (Micheline to set up a conference call and provide support with ITAC company lists/contact info)