



International Public Management Association for Human Resources  
Tennessee Chapter



**TPMA Annual Conference**  
**April 19<sup>th</sup> – 22<sup>nd</sup>, 2022**  
**DoubleTree by Hilton**  
**Murfreesboro, TN**



*“HR Moving Forward:  
Restore, Replenish, Refresh”*



International Public Management Association for Human Resources  
Tennessee Chapter



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## An Invitation to Attend

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**Tennessee Chapter of the IPMA-HR**  
**28th Annual Membership and Training Conference**  
**April 19<sup>th</sup> – 22<sup>nd</sup>, 2022**  
**DoubleTree by Hilton**  
**Murfreesboro, TN**

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### About TPMA

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TPMA is known as the “**Tennessee Personnel Management Association**” and is the official **Tennessee Chapter of the International Public Management Association for Human Resources (IPMA-HR)**.

#### Chapter Objectives

1. To provide a forum for persons engaged in public personnel administration to discuss their current problems and to provide a medium for their mutual self-improvement;
2. To implement the objectives and programs of the **International Public Management Association for Human Resources** within the chapter area;
3. To explain and interpret the objectives and methods of personnel administration to the general public, civic groups, government officials and employees;
4. To encourage and facilitate cooperative action among public jurisdictions and private employees within the chapter area on personnel problems of mutual concern; and
5. To provide educational opportunities for the membership to further the objectives of the Chapter in the form of conferences, seminars and regional meetings.



## Who Should Attend?

Any person working in a professional capacity in local government or quasi-governmental agency who is a member of the International Public Management Association for Human Resources should plan to attend. This includes city governments, school boards, public hospitals, public utilities, elected officials, and other persons interested in public personnel administration. Individuals with no International Public Management Association for Human Resources privileges, but who are in support of the objectives and programs of the chapter and of the International Public Management Association for Human Resources are invited to attend. This includes City/County Managers, City/County Administrators, City Recorders/Trustees, City Clerks, Risk Managers, etc...

## 2022 Conference Fee Structure

<u>COST PER REGISTRANT</u>		
\$200.00	Early Bird Member	<i>(includes attendance at all sessions, breaks, meals, and evening activities) - closes March 31<sup>st</sup>, 2022.</i>
\$300.00	Members	<i>(includes attendance at all sessions, breaks, meals, and evening activities) – between April 1<sup>st</sup>, 2022 and April 15<sup>th</sup>, 2022;</i>
\$400.00	Members	<i>(includes attendance at all sessions, breaks, meals, and evening activities) – After April 15<sup>th</sup>, 2022;</i>
\$250.00	Early Bird Non-Member	<i>(includes attendance at all sessions, breaks, meals, and evening activities) – closes March 31<sup>st</sup>, 2022.</i>
\$350.00	Non-Members	<i>(includes attendance at all sessions, breaks, meals, evening activities and membership until 12/30/2022) – between April 1<sup>st</sup>, 2022 and April 15<sup>th</sup>, 2022;</i>
\$450.00	Non-Members	<i>(includes attendance at all sessions, breaks, meals, evening activities and membership until 12/30/2022) – After April 15<sup>th</sup>, 2022;</i>
\$100.00	Daily (Wednesday)	<i>(includes all activities that day) (\$120 Non-Member)</i>
\$125.00	Daily (Thursday)	<i>(includes all activities that day) (\$150 Non-Member)</i>
\$75.00	Daily (Friday only)	<i>(includes all activities that day) (\$100 Non-Member)</i>
\$100.00	HR Certificate - Three Pillars of Human Resources	<i>(registration for all three modules)</i>
\$200.00	HR Certificate – Three Pillars of Human Resources	<i>(registration for all three module) Non-Member</i>
\$50.00	Module 1- The Role of HR	<i>(Wednesday AM Only)</i>
\$75.00	Module 1 – The Role of HR	<i>(Non-Member) (Wednesday AM Only)</i>
\$50.00	Module 2 - Legal Issues in HR	<i>(Tuesday PM Only)</i>
\$75.00	Module 2 - Legal Issues in HR	<i>(Non-Member) (Tuesday PM Only)</i>
\$50.00	Module 3 – HR Administration Issues	<i>(Tuesday AM Only)</i>
\$75.00	Module 3 – HR Administration Issues	<i>(Non-Member) (Tuesday AM)</i>





**The Three Pillars of Human Resources**

**Certificate Training**

The Three Pillars of Human Resources Certificate Training is a competency-based training initiative that provides basic education directed toward entry-level human resources staff in the public sector and could be a stepping-stone to further education or the attainment of certifications. The goal of the initiative is to enable public sector human resources staff to share basic competencies within the field of human resources as determined by the Tennessee Personnel Management Association and the Tennessee Department of Human Resources. The certificate training includes essential competencies, pre- and post-testing, defined educational components, recognition levels and a structured, sustainable implementation process

**The competencies that form the basis for the certificate are:**

- Mission Oriented – understands the public service environment and the direction and purpose of their organization
- Ethics – demonstrates fundamental values related to honesty, integrity, confidentiality, fairness and respect
- Trust – builds trust-based relationships through alignment between words and actions
- Human Resources Business Acumen – shows understanding and ability to apply basic principles of human resources law and policies
- Communication – uses effective speaking and writing skills in a manner that helps others to understand and take appropriate actions
- Judgment – makes rational decisions based on facts

**Pillar 1**

**The Role of Human Resources in the Public Sector**

*Participants learn how the role of human resources can contribute to the success of the overall organization and the accomplishment of its goals.*

**Module Topics**

- Human Resources as a Trusted Advisor
- Management Skills (Planning, Organizing, Directing, Controlling, Evaluating)
- Human Resources as a Strategic Business Partner
- Employee and Leadership Development

**Pillar 2**

**Legal Issues in Human Resources**

*Participants gain knowledge of state and federal laws that impact the workplace. Human resources staff learns how an organization creates and maintains an environment of fair and consistent treatment.*

**Module Topics**

- Employment Law Basics
- Title VII and the Tennessee Human Rights Commission
- FLSA (Fair Labor Standards Act)
- FMLA (Family and Medical Leave Act)
- ADAAA (Americans with Disabilities Act Amendments Act)
- USERRA (Uniformed Services Employment and Reemployment Rights Act)
- ADEA (Age Discrimination in Employment Act)
- Workplace Safety

**Pillar 3**

**Human Resources Administration**

*Participants gain an understanding of basic human resources functions and issues related to people such as ethics, compensation and the life cycle of the employee.*

**Module Topics**

- Ethical and Professional Standards
- Hiring and Interviewing Skills
- Applications and Announcements
- Orientation and On-boarding of Employees
- Classification and Compensation
- Separations – Voluntary and Involuntary

**Each Pillar is ½ day**

Upon completion of each module, recognition will be provided by the Tennessee Department of Human Resources. Upon completion of all three modules, participants will receive recognition from the Tennessee Personnel Management Association (TPMA) acknowledging the entire Three Pillars of Human Resources program. Modules may be taken in any order.



Tuesday: April 19, 2022

8:00 a.m. – 12:00 p.m. **The Three Pillars of HR – Pillar 3: HR Administration**

12:00 pm – 12:30 p.m. **Lunch provided**

12:30 a.m. – 4:30 p.m. **The Three Pillars of HR – Pillar 2: Legal Issues in HR**

Wednesday: April 20, 2022

7:30 a.m. – 3:00 p.m. **CONFERENCE REGISTRATION OPEN**

8:00 a.m. – 12:00 p.m. **The Three Pillars of HR – Pillar 1: The Role of HR in the Public Sector**

12:00 pm – 4:00 p.m. **EXHIBIT HALL OPEN**

1:00 p.m. – 1:30 p.m. **OPENING CEREMONY & INTRODUCTIONS**

1:30p.m. – 2:30 p.m. **OPENING KEYNOTE SPEAKER**  
*“9 Hindsight’s for HR Leaders Moving Forward”*  
Derek Young

2:30 p.m. – 2:45 p.m. **Door Prizes - BREAK**

2:45 p.m. – 3:45 p.m. **SESSION 1 – “Retirement Plan Onboarding and Offboarding”**  
James Armistead, TCRS

3:45p.m. – 4:45 p.m. **SESSION 2 – “Employee Benefits Survey Results”**  
Mark Morgan, Sherrill Morgan

5:00 p.m. – 6:00 p.m. **Cocktail Reception**

Thursday: April 21, 2022

- 7:30 a.m. – 3:00 p.m. **REGISTRATION OPEN**
- 7:30 a.m. – 3:00 p.m. **EXHIBIT HALL OPEN**
- 7:30 a.m. – 8:30 a.m. **CONTINENTAL BREAKFAST**
- 8:30 a.m. – 10:00 a.m. **THURSDAY KEYNOTE SPEAKER**  
*“How to Regenerate Your Team”*  
Mark Kenny
- 10:00 a.m. – 10:30 a.m. **Door Prizes - BREAK**
- 10:30 a.m. – 11:30 a.m. **SESSION 3 – “EEOC Overview”**  
Fred Bissinger, Wimberly Lawson
- 11:30 a.m. – 1:00 p.m. **PAST PRESIDENT’S LUNCHEON  
& BUSINESS MEETING**  
Lunch is open to all registrants
- 1:00 p.m. – 2:00 p.m. **SESSION 4 – “Taxability of Fringe Benefits”**  
Wally Reimold, Internal Revenue Service
- 2:00 p.m. – 2:15 p.m. **Door Prizes - BREAK**
- 2:15 p.m. – 3:15 p.m. **SESSION 5 – “Unconscious Bias”**  
Sundi Wright, Tennessee Department of Human Resources  
(DOHR)
- 3:15 p.m. – 3:30 p.m. **Exhibitors & Sponsors Door Prizes**
- 3:30 p.m. – 4:30 p.m. **SESSION 6 – “HR Metrics & Analytics?” –**  
TN Department of Human Resources?
- 4:30 p.m. – 4:45 p.m. **DOOR PRIZES**  
**Dinner on Your Own???**

Friday: April 22, 2022

- 7:30 a.m. – 8:30 a.m.    **BREAKFAST BUFFETT**
- 8:30 a.m. – 10:30 a.m.    **FRIDAY KEYNOTE SPEAKER –**  
*“Living Well & Succeeding at Stress”*  
Jessica Stollings-Holder
- 10:30 a.m. – 10:45 a.m.    **Door Prizes - BREAK**
- 10:45 a.m. – 11:45 a.m.    **CLOSING KEYNOTE SPEAKER –**  
*“Communication that Works”*  
Kent Vaughn, Blaze Performance
- 11:45 a.m. – 12:00 a.m.    **CONFERENCE WRAP UP & Adjournment**
- Recognition
  - Passing of Gavel
  - Door Prizes

## Registration Form

### TPMA Annual Membership and Training Conference

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Special accommodations and dietary needs: \_\_\_\_\_

TPMA Member:     yes             no

<p><u>Conference fee:</u>    _____ \$200.00</p> <p>                             _____ \$300.00</p> <p>                             _____ \$400.00</p> <p>                             _____ \$250.00</p> <p>                             _____ \$350.00</p> <p>                             _____ \$450.00</p> <p>                             _____ \$100.00</p> <p>                             _____ \$120.00</p> <p>                             _____ \$125.00</p> <p>                             _____ \$150.00</p> <p>                             _____ \$ 75.00</p> <p>                             _____ \$100.00</p>	<p>Early Bird (Members) <b>before March 31<sup>st</sup>, 2022</b></p> <p>Members (<i>between April 1<sup>st</sup> and April 15<sup>th</sup>, 2022</i>)</p> <p>Members (<i>After 15<sup>th</sup>, 2022</i>)</p> <p>Early Bird (Non-Members) <b>before March 31<sup>st</sup>, 2022</b></p> <p>Non Members (<i>between April 1<sup>st</sup> and April 15<sup>th</sup>, 2022</i>)</p> <p>Non Members <i>After April 15<sup>th</sup>, 2022</i>)</p> <p>Daily (Wednesday)</p> <p>Daily (Wednesday) – <b>Non-Member</b></p> <p>Daily (Thursday)</p> <p>Daily (Thursday) – <b>Non-Member</b></p> <p>Daily (Friday only)</p> <p>Daily (Friday only) – <b>Non-Member</b></p>
<p><u>3 Pillars of HR</u>        _____ \$100.00</p> <p>                             _____ \$200.00</p> <p>                             _____ \$ 50.00</p> <p>                             _____ \$ 75.00</p> <p>                             _____ \$ 50.00</p> <p>                             _____ \$ 75.00</p> <p>                             _____ \$ 5 0.00</p> <p>                             _____ \$ 75 .00</p>	<p>The Three Pillars of HR (<i>all 3 modules and lunch on Tues and Wednesday</i>)</p> <p>The Three Pillars of HR (<i>all 3 modules/ lunch on Tues/Wed</i>) - <b>Non-Member</b></p> <p>Module 1 (Tuesday morning only)</p> <p>Module 1 (Tuesday morning only) - <b>Non-Member</b></p> <p>Module 2 (Tuesday afternoon only)</p> <p>Module 2 (Tuesday afternoon only) - <b>Non-Member</b></p> <p>Module 3 (Wednesday morning only)</p> <p>Module 3 (Wednesday morning only) - <b>Non-Member</b></p>

TOTAL: \_\_\_\_\_

Yes, I plan to attend the evening event.     Yes, I plan to bring a guest.

**Registration Deadline: April 19, 2022**

Registration online at: <https://tpma27.wildapricot.org/event-4697304>

Contact Richard Stokes @ 615/351-6495 or via e-mail at [stokesrl@comcast.net](mailto:stokesrl@comcast.net) for conference information.



## 2020 Conference General Information



### ACCOMMODATIONS

The conference will be held at Double Tree by Hilton Hotel in Murfreesboro, Tennessee. The rate is \$96.00 per night.

**Call 1-888-488-3517 and mention the TN Personnel Management Association to our reservation agent.** Please note, this option is best if you're interested in booking additional days, whether before or after the blocked group dates, or if you would like

to reserve multiple rooms at the same time.

### SPECIAL ACCOMMODATIONS

TPMA will seek to accommodate all persons with disabilities. If you require such special accommodations, please contact Richard Stokes, Executive Director at (615)351-6495.

### For More Information

Contact Rebecca Hunter, Conference Chair at (423)902-8690; or Richard Stokes, Executive Director at (615)351-6495.





**Tennessee Chapter**  
**Officers and Board**  
**Members**

**Officers:**

**President**  
**Rebecca Hunter, IPMA-SCP**

**President-Elect**  
**Stephanie Penney**  
**TN Department of HR**

**Immediate Past President**  
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**Sumner County Government**

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**TPMA  
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