



**National Capital Region Chapter  
ANNUAL REPORT**

**April 2007**

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## Chapter Highlights

The Chapter continues to focus on its strategy aimed at addressing the challenges and needs of the NCR HR community. The outcome for the strategy is to: “Contribute to the professionalism and life-long learning of the HR community.”

The NCR Chapter has struggled this past year to put on a PD program and Speaker’s events. As a result we had only offered three events last year with limited attendance, putting the Chapter in a deficit situation for the year. There are still sufficient resources to continue the PD programming next year.

Our program delivery has been hampered by vacant Board positions, and the inability of some Board member to fully contribute. Some Board members are finding it challenging to balance their regular work with the time needed to devote to their Board duties. In addition the NCR pool of available members has dwindled due to the scarcity of HR professionals across the public service. The federal government is mounting a renewal effort and we hope to include some of the new HR staff as members and on the Executive.

Carol Hopkins has recently stepped in as “Interim President” with Joseph Perera, a long time Director of Speaker’s Events, becoming President-Elect. This leaves Ronald Mostrey as our Past President after many years in the leadership role. Many thanks to Ron for his dedication, particularly without any employer support!

Some other Executive Members also changed portfolios to better suit their areas of interest and to prepare for next year. We are still looking to fill the roles of Secretary and Director of Certification.

On a brighter note, we have a new budget in place for 2007-2008 and a plan to increase professional development and speaker events. We have been reviewing our administrative contract and our marketing infrastructure. We will be increasing our connections with the federal government leadership and NCR HR students including re-introducing an awards program in the Fall of 2007, to provide a sound basis for the next fiscal year.

**Chapter Objectives – 2004 to 2007****VISION:**

*The National Capital Region Chapter of IPMA-Canada will grow its membership and increase its relevance by providing a program of professional development, networking and career growth for the community of HR professionals and practitioners.*

**HR Trends—2006-2007**

The major trend in the National Capital region is the renewal of the public service and the HR Community in particular. There will be significant retirements and new recruitment as a result. All of this impacts the interest level of our members and underlines the need for change at the Chapter level.

**Financial Summary**

Our Treasurer, Karen Munro, is responsible for managing the finances of the IPMA-Canada, National Capital Chapter and co-ordinating the yearly audit. The Treasurer works closely with Centretown Corporate Services, who provide our administrative services, to co-ordinate and monitor the financial management for the National Capital Region Chapter.

Our Chapter is still viable but more effort will be made in the upcoming year to increase revenues. We have developed a financial plan with connected activity levels to this end.

As at March 2007, our cash position is:

**CS CO-OP Bank**

Cash balance (net of payables)	\$ 5000.00
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**Membership**

As of March 30, 2006, our Chapter is pleased to have 93 members, including 46 who are certified members. Of the total, there are approximately 10 members with fees in arrears, which we continue to work towards reducing. The Chapter has 10 National honorary life members and 2 Chapter Honorary life members.

Membership has been declining over the last number of year from approx. 140 in 2004. This is due to a lack of annual conference activity and limited employer support for membership fees. We will be reviewing the possibility of adding membership with PD event attendance.

The Chapter is hoping that attendance at the Toronto Chapter will assist in increasing the membership. In addition, attendees at longer PD events will have membership fees included.

### **Certification**

We have 46 certified members in our chapter and the vast majority have re-certified over the last year. We will be honouring those who have re-certified at our AGM in November.

### **Student Liaison**

We now have an active Director of Student Liaison, Marilyn Audet who works in Youth Services with the City of Ottawa. She met with students at Ottawa University, this year. We will be developing a plan for more connections in the coming year.

### **Government Liaison**

The Chapter had lost contact with the senior people in the federal government. Many of the HR Leaders have come from other disciplines and are unaware of the excellent program available through IPMA-Canada. Firstly we have updated our listing and are ensuring that we maintain regular contact. Many thanks to National for assisting in this!

In addition, our Director of Government Liaison, Brian Preston is developing letters to Heads of Human Resources and Heads of Classification on what we provide and how we can help with renewal.

In addition, due to the loss of members, The Chapter has recently lost contact with many of its loyal government liaison officers who have retired or moved departments. Liaison Officers are the foundation for professional development and speaker event plan as they provide a key marketing link for non-members. We have acquired 10 new Liaison Officers in the last few months and will continue rebuilding our network, which is presently at 50%

### **Secretary**

Unfortunately, this position has remained vacant for most of the year. This has created an additional workload for the President and other Board members.

### **Speakers Program**

The main objective of the Speakers Program is to keep HR professionals informed on the latest HR trends and issues and to promote HR networking. Our attendance at our speaker events normally averages between 25 and 30 but this has reduced due to lack of up-to-date listings.

Our Speaker events are posted on the IPMA-Canada website to promote the events and we encourage members and non-members to visit the site. Our Speaker events remain successful by offering relevant HR topics by our Director of Speaker Events, Joseph Perera. We have built a number of linkages with organisations that are now sponsors for our speakers' events and cover the cost for some of our rooms, food and door prizes.

**Feb. 22****Restoring Accountability and Transparency in Organizations**

Facilitator: Vanessa Charron, President of Charron, Walker and Associates

Time: 7:30 am - 9:50 am  
Location: Novotel Hotel, Cameron Room  
33 Nicholas Street, Ottawa

Planned and in place for the next fiscal year:

**May 24,  
2007****Tolerance, Integrity, Excellence: Main Ingredients for Team Building - Breakfast Event**Facilitator: Ros Macdonald, MSW, RSW  
Time: 7:30 am - 9:30 am**May 31,  
2007****Renewing the HR Community**

Facilitator: Sharalyn Young, IPMA -CP, CHRP, Director, HR Government of Nova Scotia

Time: 2:00 pm to 4:00 pm  
Location: National Press Club  
165 Sparks Street  
Ottawa, Ontario

## Professional Development

Professional development is another important component towards keeping HR professionals current on trends and issues. One of the avenues to achieve this is through continuous learning. Our professional development workshops are also posted on the IPMA-Canada website.

Our PD events were limited this year due to the vacancy left by Valerie O'Callaghan's departure. Two topics were offered on Achieving Excellence in Human Resources and on Conflict Resolution. Unfortunately both events were cancelled due to lack of registration. This may have been due to our lack of up-to-date marketing lists.

Our Director of PD events, Marilyn Matheson, and the whole NCR Chapter Executive is actively planning a series for 2007-2008 in September, November and in February. We hope to provide the National "Developing HR Competencies" course as one of those offerings.

## **Awards and Scholarships**

The awards program has not been active for a number of years in the National Capital Region chapter. In the fall of 2006, the portfolio was taken over by a new Director to the Executive Committee. Five Inuit carvings purchased by the Chapter in 2004 have been handed over to the new Director, as well as one large framed picture for the “HR Top Performer Award”.

In the past, the HR Top Performer Award was handed out along with the Thomas G. Morry Award, the Executive Award, and the Liaison Officer Award.

In order to once again build up the NCR Awards program, one award (the HR Top Performer Award) will be marketed this year and awarded at the Annual General Meeting in November 2007. A call for nominations will be sent out early summer to all Heads of HR and other contacts with requests for nominations to be submitted early fall.

It is hoped that with the membership drive and the increased marketing of IPMA in the region, and the issuing of our first award in a number of years, that by 2007-08 we will be in a position to re-introduce the other awards as well as a more structured framework and timeline to support the NCR IPMA-Canada Awards program.

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## **Marketing and Communication**

Our marketing and communication efforts were somewhat limited this year due to Raf Khan’s workload. We are optimistic that he will be able to devote more time to the Chapter in 2007-2008.

## Executive List – Updated March 2007

<p><b>INTERIM PRESIDENT</b></p> <p>Carol Hopkins, IPMA-CP President Hopkins Stewart Associates Inc. 21 Midland Cres. Unit 74 Nepean, Ontario K2H 8P6 <a href="mailto:carolhopkins@rogers.com">carolhopkins@rogers.com</a> Tel: (613) 226-2297 Fax: (613) 226-2298</p>	<p><b>PRESIDENT ELECT</b></p> <p>Joseph K. Perera, IPMA-CP Career Services Director Herzing College, Ottawa Campus 1200 St.Laurent Blvd, Box 225 Ottawa, Ontario K1K 3B8 <a href="mailto:joseph@otw.herzing.edu">joseph@otw.herzing.edu</a> Tel: (613) 742-8099 Fax:(613) 742-8366</p>
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