

The Oklahoma Business Ethics Consortium



BE THE DIFFERENCE · WWW.OKETHICS.ORG

MANY THANKS TO OUR NAVIGATOR MEMBERS:



MANY THANKS TO OUR STAR MEMBERS:

ENTERPRISE HOLDINGS.



Agenda - October 13, 2010

- I. Welcome & Kudos
- II. Join Now - OK Ethics Annual Membership Drive Underway
- III. OK Ethics Foundation - Statewide Student Ethics Challenge
- IV. Program: "Small Decencies" - Steve Harrison
- V. Preview of Upcoming Events - Peacemakers & Criminal Intent
- VI. Adjourn & Book Signing

Mr. Harrison's book is available at a cost of \$24.95 + tax (check or cash only) through the courtesy of St. Luke's United Methodist Church's Threefold Bookstore. All proceeds go to the church or the publisher's selected charities.

I. Welcome & Kudos

Shannon Hiebert
Vice President of Membership & Fun, OK Ethics Board of Directors
Vice President of Human Resources, Enterprise Rent-A-Car

II. Membership levels: No dues increase for FY10-11 - Meal costs will increase

- \$7500 - Navigator** = Prepaid for 16 attendees at each event + Compass Awards with a portion of dues donated to the OK Ethics Foundation supporting our educational initiatives
- \$5000 - Oklahoma Stars** = Prepaid for 8 attendees at each event + Compass Awards with a portion of dues donated to the OK Ethics Foundation supporting our educational initiatives
- \$3000 - Horizon** = Prepaid 8 attendees at each function except Compass Awards
- \$1500 - Leading** = Prepaid 2 attendees at each function including Compass Awards
- \$ 500 - Trailblazer** = Prepaid 1 attendee at each function except Compass Awards
- \$ 350 - Frontier** = 8 attendees at each function; meal costs excluded
- * Complimentary memberships are available for 501c3 non-profits that qualify.
- \$ 75 - Scout** = 1 attendee at each function; meal costs excluded
- * Complimentary memberships are available at the Scout level for those who have been recently laid off.

CPE CERTIFICATES

It is the responsibility of participants to demonstrate applicability of each program for demonstration of earned CPE credits, to his/her area of practice. OK Ethics makes no guarantees. Also, **attendees must be present** to accept CPE certificates that will be issued at the conclusion of the program.

Please note that we do not have the manpower capabilities to email these later. Also, you must be registered on our attendance list to receive a certificate.

Special visitors:

Special Guests:

- **Greg Byers**, Sinclair Broadcasting (Springfield, Illinois)
- **Cheryl French**, Lee Hecht Harrison (Houston, Texas)

OK Ethics is directed and operated entirely by volunteers. Today's event was made possible by the following individuals:

Registration Team Leaders:

- **Mark Neumeister**, D.R. Payne & Assoc - Chairperson
- **Mary Vaughan, CPA** – Co-Chair
- **Joe Walker**, Grant Thornton (Co-Chair; Prepaid Registrations)

Registration Team Members:

- **Becky Cavnar**, OBU Graduate School
- **Marvinette Ponder**, Devon Energy
- **Susan Pate**, Stinnett & Associates

Ambassador Team Leaders:

- **Shannon Hiebert** - Enterprise Rent-A-Car
- **Linda Streun** – Ideal Homes

Ambassador Team Members

- **Tiffany Durham**, Enterprise Rent-A-Car
- **Brent Martens**, Accounting Principals
- **Jenny Parrett**, Enterprise Rent-A-Car
- **Beau Reed**, Accounting Principals
- **Melanie Thompson-Stillinger**, HLP Solutions
- **Mike Toler**, Enterprise Rent-A-Car



****SOS**** *We need a volunteer to prepare name tags each month*

CPE Certificates: Colin Autin, Oklahoma Accountancy Board

Logistics Chairperson: Jamie Potter, Eide Bailly

Name Tags: Linda Streun – Ideal Homes

Power Point Presentations: **Connie Storey** - Maximum Multi Media Creations

Photocopies: Linda Manaugh, Metro Technology Centers

Member Care Coordinator: Deborah Gavula, OK Ethics

Join our team - Contact our leadership

- ✓ **Programs:** Shannon Warren, Founder, OK Ethics warrenokla@cox.net or 858-2233
- ✓ **Membership & Recruiting:** Shannon Hiebert, Vice President of Human Resources, Enterprise Rent-A-Car; Shannon.Hiebert@erac.com or call 330-9191
- ✓ **Public Relations:** Kellian Schneider, Owner, FullForce Branding & Marketing; kellian@fullforcebusiness.com
- ✓ **Ambassador Co-Chairs:** Tere Bettis, Vice President of Human Resources, Coppermark Bank, TBettis@coppermarkbank.com or Linda Streun, Director of Human Resources, Ideal Homes, lindastreun@ideal-homes.com
- ✓ **Registration:** Mark Neumeister, D. R. Payne; 272-0511; moneumeister@drpayne.com

**OK Ethics Foundation – Statewide Student Ethics Challenge
CREATE A LEGACY – MENTOR A COLLEGE OR UNIVERSITY**

Contact OK Ethics Foundation President, Pam Fountain at pfountain@principaltechnologies.com if you are interested in observing the Statewide Student Ethics Competition on October 16 at the University of Central Oklahoma campus or joining us for the regional competition in San Antonio this November.

We appreciate those who will be assisting us with the judging process this year:

Lisa Axisa	Executive Director	NASBA's Center for Public Trust
Carol Ringrose Alexander	Executive Vice President	Retirement Investment Advisors
Ray Belford, CPA	Senior Pastor	First Christian Church, Shawnee
Rev. Linda Brinkworth	Pastoral Care Ministry	St. Luke's United Methodist Church
Scott Carter	Journalist	The Journal Record
Keith Chappell	Senior Engineering Manager	Boeing
Young Chappell	Systems Engineer	Boeing
Dr. Jim Collard	Economic Development	Citizen Potawatomie
Carolyn Elliott, MSM, SPHR	Director, Corporate Human Resources	Express
Garyl Geist	Associate Partner	Giant Capital
Shad Glass	Chaplain / HR Generalist	Kimray, Inc.
Joy LaBar	Vice President, Audit	Sandridge Energy
David Prater	District Attorney	Oklahoma DA's office
Brian Rice	VP of Operations	Ideal Homes
Richard Reich	Senior Vice President/Treasurer	BancFirst
Edith Steele	Retired - Exec Director	Oklahoma Accountancy Board
Linda Stone	President	Cadre
Linda Streun	Human Resources Coordinator	Ideal Homes
Joe Walker, CPA	Senior Associate	Grant Thornton

Statewide Student Ethics Challenge University Participants:

Twelve teams representing seven universities will be competing at this year's event. They are:

- East Central University
- Langston University (OKC Campus)
- Oklahoma City University
- Oklahoma State University
- Southern Nazarene University
- The University of Central Oklahoma
- The University of Oklahoma

In addition to your membership dues, please consider a tax-deductible donation to the OK Ethics Foundation – a 501c3 that is dedicated solely to university initiatives. You can mail these to: Attn: Pam Fountain, c/o The OK Ethics Foundation, P. O. Box 3174, Oklahoma City, Okla. 73101-3174.

IV. Preview of Upcoming Events

Shannon Warren, Founder, OK Ethics

November 10, 2010

“Criminal Intent

Can good people go wrong?

Could it happen to you or someone you know?



Hear the compelling story of Kevin Barnes, a law enforcement officer who went from a family of fighting crime to partnering with organized crime to commit bank fraud. After serving time, Kevin emerged with a greater spiritual awareness and a strong desire to

help others avoid the same snares. He is now President of Mortgage Fraud Awareness, LLC.

OKC - Leadership Series

December 8, 2010

David Thompson

***President of OPUBCO
Communications Group***



January 12, 2011

David Woods

***CEO of Giant Partners
Strategist & Corporate Advisor***



February 9, 2011

John Gibson

President & CEO, ONEOK



March 9, 2011

Ken Sande

***Attorney & Author, The Peacemaker
Resolving business conflicts with
grace & humility***



OK ETHICS EVENTS (TULSA CHAPTER)



" Building an Ethical Business "

presented by

Tom Maxwell
CEO, Flintco

Thursday, October 28
11:30 - 1:00
Southern Hills Marriott

Tom Maxwell joined Flintco in 1983 as the Chief Financial Officer and in 1988 became the CEO. Since that time, the now 102-years old commercial construction company has grown from \$50 million in revenues and a single office to its current size of more than a billion dollars in annual revenues and eight locations. Tom is a 'hands on' leader and regularly tours the area offices and project sites and even with 850 employees, still remembers everyone's name, their family and interests. Personally, he is highly disciplined with a strong work ethic and values and a positive attitude that sets the tone for the rest of the organization. He will talk about how Flintco has "built an ethical business."

UPCOMING EVENTS FOCUSED ON INTEGRITY AT WORK (Not affiliated with OK Ethics)

Over the past seven years, we have been inspired by our friendship with the Character First Institute. Leaders with that organization provided the wisdom and insight for OK Ethics' Guiding Principles.



All events are by invitation only. To learn more about the Character First Institute, please contact Steven Menzel at 405-815-0001 or email smenzel@characterfirst.com for a personal invitation.

Oct 14, 2010: "Effective Communication for Managers"

9:00a–4:00p; Oklahoma City, OK; [PHF Conference Center](#)

If managers cannot effectively communicate their vision, it should come as no surprise that their vision does not come to life. Learning to be an effective communicator requires the ability to understand how to organize your thoughts and deliver them as clearly as possible. For the novice and advanced communicator alike, this highly practical program provides an enjoyable learning experience for those seeking to enhance their communication skills. Cost: \$395.00 each for members, \$495.00 each for non-members

Oct 20, 2010: "Character First - Orientation Training"

9:00a–4:00p; Oklahoma City, OK; [PHF Conference Center](#)

The Orientation Training will be a hands-on, practical session on how to implement Character First in your organization. The training is designed for mid-level managers and higher. Call 405-815-0001 to register. \$295 per person.

Note that OK Ethics members may join Character First for half-price!



The Character Council of Central Oklahoma is a separate organization dedicated to promoting character in the Oklahoma City area. Each month, they host a luncheon highlighting one of the 49 character traits developed by the Character First Institute. Cost is \$10 and reservations may be made by contacting them at (405) 526-0001. Upcoming events are scheduled for October 28.

SNU Student Ethics Chapter Events

If you are interested in attending the events listed below, please **contact Eunice Trent, Director**, Academy of Senior Professionals at Southern Nazarene University etrent@snu.edu or 491-6311.

Wednesday, September 22, 2010

Jack Rosenberg, Manager of Ethics Compliance for Chesapeake -

Wednesday, October 20, 2010

Don Hughes - CIA

Wednesday, November 3, 2010

Shannon Warren - Founder of OK Ethics

Wednesday, December 1, 2010

Scott Griffin - Human Resources Director for SandRidge

Wednesday, February 2, 2011

Rick Rains - FBI Agent ()

Wednesday, March 2, 2011

Steve Green - CEO of Hobby Lobby

Wednesday, April 6, 2011

Steven Menzel - Director of Development for Character First

4TH ANNUAL J.J. MILLICAN ETHICS SYMPOSIUM

Professor of Theology and Ethics at Lipscomb University

DR. LEE CAMP

Why What's Right is Not Enough and Why the Good is Also Required

7:30 pm
Monday, October 25, 2010

Gaylord University Center
Oklahoma Christian University
2501 East Memorial Road
Oklahoma City, OK 73013



Author of *Mere Discipleship: Radical
Christianity in a Rebellious World*

RSVP by October 22 at www.oc.edu/leecamp
1 Hour CPE (Free)
For more information, contact:
Elaine.Kelly@oc.edu

Co-sponsored by:
The J.J. Millican Endowment & the OC Accounting Club



OK ETHICS VISION:

To be recognized as a statewide and national forum for
promoting business ethics.

"PEACEMAKING FOR BUSINESS"

Options for Personal Development & Facilitator Training

RECOMMENDED FOR 8 HOURS CPE

Conflict surrounds us and impacts all aspects of our lives – whether at work or home. “Peacemaking for Business” focuses on resolving the central issues of conflict while helping the individuals preserve and restore lasting, healthy relationships. The program will help those who are conflict-averse as well as those desiring to find better solutions for resolving disputes in the workplace. Participants will be better equipped to identify the sources of conflict and learn to avoid “Slippery Slopes” that escalate difficulties.

Four Principles of Peacemaking are emphasized:

1. Go to Higher Ground – Seeing conflict as an opportunity
2. Get Real – Taking responsibility; learning humility
3. Gently Engage Others – Helping others see how they may have contributed to the issues
4. Get Together on Lasting Solutions – Building genuine relationships through reconciliation

These principles are Biblically based, so participants need to be mindful of that in determining whether or not to pursue this special offer. Having said that, this study and training uses “non-churchy” language and examples that are readily understandable by diverse faith perspectives found in the workplace. In other words, the main principles are universal and can be applied by Christians and non-Christians alike.

RESOLVING EVERYDAY CONFLICT

Ideal for either personal development or facilitator training.

Presented by

Bill Blew, Attorney



PICK ONE OPTION:

Location: Langston (OKC campus)

4205 N Lincoln Dr, OKC

Four Tuesday Lunch Hours:

October 12, 19, 26 & November 2

11:00 a.m. to 1:00 p.m.

(Lunch & materials provided)

Cost: \$50 per person

Location: Southern Nazarene University

6729 NW 39th Expressway, Bethany

Four Tuesday Evenings:

October 12, 19, 26 & November 2

5:30 p.m. to 7:30 p.m.

(Materials provided)

Cost: \$35 per person

Recommended for:

Anyone desiring to develop personal skills in the area of conflict resolution and relationship restoration, particularly business leaders, owners and Human Resources professionals.

Prerequisites:

None

Course Objectives:

Participants will learn basic Peacemaking insights that will enable them to:

- Assess anatomy of a conflict
- Evaluate individual responses to conflict
- Adjust personal approach to conflict
- Know when to turn away
- Understand when to engage
- Develop skills for constructive engagement
- Resolve disputes
- Rebuild relationships

TRANSFORMING CONFLICT IN THE WORKPLACE

Ideal for facilitator training

Presented by

Dave Schlachter

Vice President

Peacemaker Ministries



RECOMMENDED FOR 6 HOURS CPE

PICK ONE OPTION:

Location: To be determined (OKC)

Friday, November 19

8:30 to 3:30

(Lunch & materials provided)

Cost: \$225 per person

Location: To be determined (OKC)

Saturday, November 20

9:00 to 4:00

(Lunch & materials provided)

Cost: \$225 per person

Note that class size is limited. Every effort has been made to contain costs. At the same time, classes are subject to cancellation at the discretion of OK Ethics' leadership if attendance prohibits the organization's ability to recover costs.

Recommended for:

Leaders responsible for Implementing this program in their organization Conducting Peacemaker for Business training

Prerequisites:

Basic knowledge of the key concepts of Peacemaking for Business as may be gained through the Resolving Everyday Conflict sessions. If not available to attend sessions, please contact Shannon at 858-2233 to discuss other options.

Course Objectives:

Building on a basic understanding of the Peacemaking concepts, this program uses interactive exercises and discussions of case studies that will enable business leaders to model and implement the Peacemaking skills in their organizations.

Participants will learn how to:

- Apply the principles to the workplace
- Facilitate training
- Develop an effective method for negotiating substantive resolutions

CPE INFORMATION

This topic is recommended as a professional development opportunity for any business leader desiring to develop their skills in resolving conflict and restoring relationships. This is an ideal program for those who are conflict averse or find themselves in management positions. Auditors and human resources professionals who regularly find themselves in emotional situations will learn new skills for dealing with these problems in a constructive manner.

It is the responsibility of participants to demonstrate applicability of each program for demonstration of earned CPE credits, to his/her area of practices. OK Ethics makes no guarantees. Also, attendees must be present for all sessions in order to receive CPE certificates that will be issued at the conclusion of the program. Also, you must be registered on our attendance lists to receive a certificate.

For more information contact:

Shannon Warren • Phone: 405-858-2233 • Email: warrenokla@cox.net

www.okethics.org

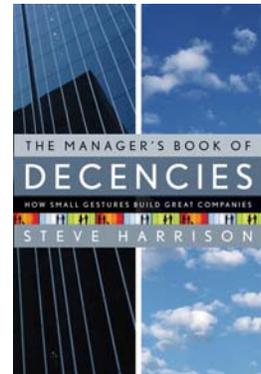
ABOUT YOUR PRESENTER:

Steve Harrison is Chairman of Lee Hecht Harrison, one of the world's largest global career management services companies. Recently, Steve served as the Worldwide Chief Compliance and Human Resources Officer of Adecco, the world's largest HR solutions company and Lee Hecht Harrison's parent. He is also a past member of Adecco's Group Executive Management Committee.

He was President of Lee Hecht Harrison from 1982 to 2002, and CEO of Adecco's Career Services Division from 2002 to 2004. Before joining Lee Hecht Harrison in 1982, Steve was a partner with the Center for Diagnostic Medicine in New York, which provided executive and occupational health services to major corporations. Prior to that he spent 14 years at Tenneco, a multi-national corporation where he specialized in labor relations and human resources management.

Steve is an active member of the Board of Directors of Jobs for America's Graduates, the nation's largest and most successful school-to-work program. He is a member of the Association of Career Professionals International (ACP), a Charter Fellow of the Institute for Career Certification International (ICC), and is an International public speaker on subjects of leadership, business ethics and innovation. Audiences have included the Conference Board; Harvard Alumni Association; Wharton Leadership Conference and IMD in Switzerland. Steve recently authored the book "The Manager's Book of Decencies: How Small Gestures Build Great Companies" which has been endorsed by Tom Peters as "almost the only book on the subject you need to read."

Steve holds an MBA from the University of Cincinnati. He can be contacted through Cheryl French at [713-426-7222](tel:713-426-7222) or cheryl.french@lhh.com.



Mr. Harrison's book is available at a cost of \$24.95 + tax through the courtesy of St. Luke's United Methodist Church's Threefold Bookstore. All proceeds go to the church or the publisher's selected charities.

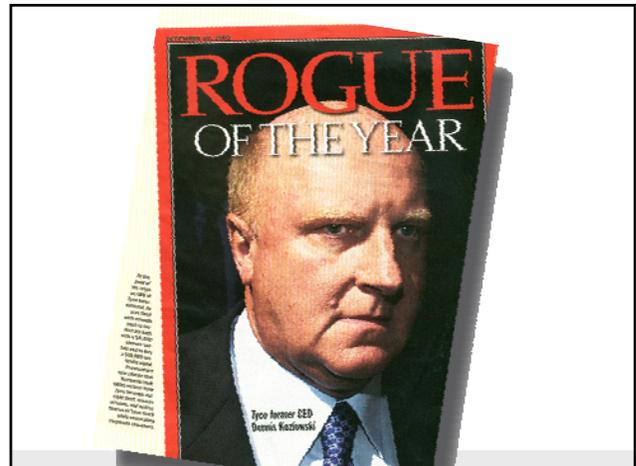
GENERAL DISCLAIMER: *Members of the Oklahoma Business Ethics Consortium frequently share information concerning various issues and developments that may have legal implications. The discussions, commentary, and handouts at Consortium meetings or presentations to other organizations are for general informational purposes only. They cover only some aspects of the subject topic, and do not constitute a complete legal analysis of the topic or how it might apply to any particular set of facts. Before taking any action based on information presented during a Consortium event, participants are encouraged to consult a qualified attorney. The observations and comments of presenters at Consortium meetings and networking are the views and opinions of the presenter and do not constitute the opinion or policies of the Consortium or any of its members. Presenters are respectfully requested to avoid profanity, preaching, politics and self-promotion during their lectures*

Decencies: How Small Gestures Build Great Companies



Steve Harrison
Author & Chairman of Lee Hecht Harrison

Why me?



\$6 Thousand?



In Legislating Business Ethics & Compliance:
The "Stick" came first!



SOX!

Sarbanes Oxley Law

Did Sox
really work?





Social Responsibility

Survey

**“Incidents of fraud globally
increased 22% in last two years.”**

(PWC Survey: 2005)

**“(Although the government can
mandate legal compliance) ... we
cannot legislate ethical behavior.”**

(Cynthia Glassman, SEC Commissioner)

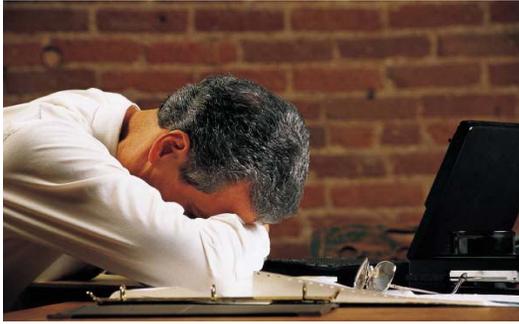
Revised Regulations

Public companies must “promote an
organizational *culture* that
encourages ethical conduct ...” *

**But, what does
“ethical conduct” mean?**

* Revised Fed. Sentencing Guidelines

Ethics Fatigue?



And Now ...

- Backdating stock options
- Global insider trading rings
- Ponzi Schemes



And More ...

- Indiscretions by politicians, entertainers, educators, sports figures, business people
- Debate about the dilution of values and loss of **civility** in our culture
- Is there hope?

It's About

Leadership

Leadership Essentials:

The Big Five

- Competence
- Integrity
- Purpose/Passion
- Agility/Resilience
- Culture-Sensitivity - The timeless imperative



"Culture isn't one thing a Leader does ... it's everything."
Lou Gerstner

The Problem

"Ethics"

"Integrity"

"Values"

Too theoretical and conceptual
for
culture-building!

DECENCY

Decencies:

Actions by leaders that are:

- Tangible
- Practical
- Affordable
- Scaleable
- Impactful
- Sustainable

Decencies:

- Saying "hello" (the reception area)

Lee Hecht Harrison

Director of First Impressions Nancy Meyer



1234 Main Street
Glendale, CA 98111
Phone (203) 555-0100
Fax (203) 555-0101
Nancy.Meyer@Decencies.com



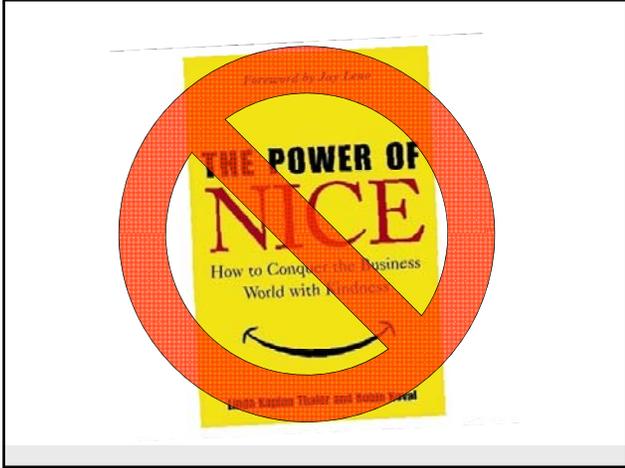
Decencies:

- Saying "hello" (the reception area)
- Saying "goodbye" (terminations/layoffs)
- Recognition, praise, and thank you ...
"psychic income"
- Avoiding "executive pomposity"
- The power of trust
- Tolerating innovation failure
- The power of humility/accessibility

Decency

- What's the "payback"?
- What's the financial return?
- Why bother?





The Leader's Unwritten Culture Code

- Make code, values and culture "table talk"!
- Forget the open door policy ... it's about MBWA!
- Create an enabling, failure-tolerant innovation environment
- Recognize the people in unglamorous jobs
- Reject *executive pomposity!*
- Downsize with a velvet glove: You're making memories!
- Trust!

The Leader's Unwritten Culture Code

- Praise in public; criticize in private
- Share credit; hoard blame
- Remember "tough love" works!
- Understand the power of humility
- "Thank you" notes are legal!
- A leadership reality: Everyone's watching; everyone's listening; it's always show-time!

UNITY!



OPPORTUNITY!

