



*Agri***LIFE EXTENSION**

Texas A&M System

Effective Employee Management for Agribusinesses

- ☑ **Hiring Employees**
- ☑ **Conflict Resolution**
- ☑ **Multicultural
Workforce Issues**
- ☑ **Legal Considerations**
- ☑ **Retaining Employees**



**Fifth Season Inn & Suites
Amarillo, TX**

Sept. 9-10, 2008

Have problems or questions about personnel management issues such as ...

... then you need to attend this conference. The Texas AgriLife Extension Service in cooperation with Purina Mills, Select Milk Producers, Inc., Texas Cattle Feeders Association and the Texas Pork Producers Association have assembled some of the top personnel management experts in the country. These experts will address these personnel management issues and more in a conference especially developed for agricultural enterprises.

Register Now

This two-day conference is designed to help agricultural managers as they deal with the challenges of managing human resources. The speakers, sessions, and curriculum have been designed with agriculture managers in mind. Do not miss this opportunity to learn how to better manage your businesses most important resource - its people.

Location/Room Rate

The conference will be held at the Fifth Season Inn and Suites located

- ☑ Hiring Employees
- ☑ Conflict Resolution
- ☑ Multicultural Workforce Issues
- ☑ Legal Considerations
- ☑ Retaining Employees

at 6801 W. I-40 in Amarillo. The Fifth Season is offering a group discount rate of \$54.00 per night single/double (1 or 2 people) plus tax for reservations made by August 25th; call 806-358-7881



now to make your reservations. After August 25th the discounted room rate will not be available.

Conference Registration Fees

Early registrants will receive a discounted registration fee of \$125 for the first participant from a business and \$100 for each additional person. Registrations postmarked after August 25th will be at \$150 per participant.

Comments from the Organizers

This is the third time (Amarillo 2006 & Lubbock 2007) we've been able to offer this top flight personnel management conference to agribusinesses. In a six-month post survey, 90% of previous attendees indicated they had altered one or more of their personnel management practices based on what they had learned from the conference. Of the other 10%, half indicated they were planning on it in the near future. Our question to you is given the importance of personnel management to your operation and the results of previous conferences; can you afford not to attend?????



Comments from Past Participants

- ✓ "This course had a broad range of all management issues related to the Ag Industry. Great topics from laws to how to deal with different cultures and how to motivate and manage all different individuals and cultures. I would definitely recommend this conference to others." - *Tanya Kelley*
- ✓ "...draws out a lot of issues I deal with having raised through the ranks and offered some tools I hope to use." - *Colin Hlalinka*



- ✓ "This course helped me to re-evaluate how my training practices were being done." - *Jonathan Wood*
- ✓ "I would recommend this course to all managers. Speakers were all great!" - *Williams Cleveland*
- ✓ "Great course - been to many 'management' classes and this is very informative" - *Lyn Vandiver*
- ✓ "There was a lot of excellent information provided. I feel it is important for all of us to continue to learn and grow no matter the Industry." - *Jason Pooley*
- ✓ "Great course. Deep thought. Something for everyone." - *David Wied*

Sponsors

Purina Mills, LLC



Select Milk Producers

Select Milk Producers, Inc.

Texas Cattle Feeders Association



Texas Pork Producers Association



Texas AgriLife Extension Service



Southern Region Risk Management
Education Center



This material is based upon work supported
by USDA/CSREES under Award Number
2007-49200-03891



General Sessions

Ag Enterprise Managers: Can you Manage your Employees Like Other Industry Managers Do? - *Tom Fuhrmann* There are basic personnel management principles that apply in any business, but it is also important to understand the differences that agriculture faces when it comes to employee relations.

Becoming a Better Boss - *Bernie Erven* Supervisors and employers don't want to be known as "poor bosses," yet that is exactly the reputation many bosses have among their employees. This topic directs attention to 10 practical changes bosses can make that will likely result in them being known as "good bosses."



Conflict Management - *Gregory Billikopf* Disagreement is normal and inevitable. If a business is going to change and grow, it is essential. The problem occurs when a disagreement escalates into conflict. If conflicts are suppressed or ignored without being properly addressed, they can become like a cancer. It is critical for managers to understand the different ways to manage conflict in order for the business to perform up to its potential.

Developing an Effective Organizational Culture - *Bernie Erven* Culture is a business's pattern of shared values and norms. These values and norms are how people feel and act in the business. From how conflicts are handled to morale problems, this session will focus on how to create an environment where people can succeed.

Hot Topics in Labor and Employment Law - *Shawn Twing* With his extensive experience in labor law, Shawn discusses the legal issues in labor management that affect agribusiness.

Managing Cultural Differences - *Tom Fuhrmann* Agricultural workplaces are becoming very diverse—employing people of different ages, genders, and ethnic backgrounds. In this timely session, you'll learn how to capitalize on that diversity to build a better management team.

Managing Generational Differences - *Danny Klinefelter* Many managers are frustrated by the attitudes, priorities, values, and work ethic they experience when hiring and working with employees from different generations. This session will explore understanding those differences and ways to more effectively manage these differences to improve performance and accomplish the business's objectives.



Transformational Leadership - *Bernie Erven* Transforming employees and the business requires action by top management, a passion for what the business can be and a long-run commitment to employees. Leaders influence what employees do, when they do it, how well they do it and their attitudes.

For more information, visit
<http://mastermarketer.tamu.edu>

If additional information is required,
 call Margaret Freeman at
 (806) 677-5600.

Breakout Sessions

(Participants choose two out of three)

Compliance Issues with a Non-Citizen Workforce - *Shawn Twing* Do you have or are you planning to use non-U.S. citizens as employees? Learn about the compliance issues you face with a non-citizen workforce.

Dealing with Problem Employees - *Bernie Erven* Managers who are ineffective in dealing with problem employees discourage their best employees and decrease worker motivation and morale. This topic focuses on three types of problem employees: 1) those needing discipline because they broke one or more company rules, 2) those who are chronic underperformers, and 3) those who take advantage of their close friendship or family ties with their supervisors and other key managers.



Performance Evaluation and Employee Selection - *Gregory Billikopf* Performance appraisals are almost always dreaded by employees and managers alike. In this vital session, however, you'll learn how to look at employee feedback as the motivational tool it is.

Agenda

Room:	Breakout Area 1	Main Conference Room	Breakout Area 2
Tuesday, September 09, 2008			
8:00 AM	Registration		
9:00 AM	<i>Developing an Effective Organizational Culture</i> - Bernie Erven		
10:30 AM	<i>Ag Enterprise Managers: Can you Manage Your Employees Like Other Industries Do?</i> - Tom Fuhrmann		
11:45 AM	Lunch		
12:45 PM	<i>Hot Topics in Labor and Employment Law</i> - Shawn Twing		
2:30 PM	<i>Managing Cultural Differences</i> - Tom Fuhrmann		
3:45 PM	<i>Managing Generational Differences</i> - Danny Klinefelter		
5:00 PM	Adjourn		
5:30 PM	Mixer/Reception (Sponsored by Purina Mills)		
Wednesday, September 10, 2008			
8:00 AM	<i>Becoming a Better Boss</i> - Bernie Erven		
9:30 AM	<i>Dealing with Problem Employees</i> - Bernie Erven	<i>Performance Evaluation and Employee Selection</i> - Gregory Billikopf	<i>Compliance Issues with a Non-citizen Workforce</i> - Shawn Twing
10:45 AM	<i>Dealing with Problem Employees</i> - Bernie Erven	<i>Performance Evaluation and Employee Selection</i> - Gregory Billikopf	<i>Compliance Issues with a Non-citizen Workforce</i> - Shawn Twing
11:45 AM	Lunch		
12:45 PM	<i>Conflict Management</i> - Gregory Billikopf		
2:15 PM	<i>Future Training Needs and Opportunities</i>		
3:00 PM	Adjourn		

Speakers



Steve Amosson is a Regents Fellow, Professor and Extension Economist - Management for Texas AgriLife Extension Service. He covers the economic issues important to today's agribusiness operator from marketing commodities, alternative irrigation systems, waste management to water quality. He is co-director of the Master Marketer Educational System and co-organizer of the Personnel Management Conference.

Gregory Billikopf is a Labor Management Farm Advisor with the University of California Agricultural Extension. Research and teaching emphases have been in the areas of employee selection and testing, incentive pay and pay issues, conflict resolution, employee discipline, performance appraisal, worker motivation, supervision, negotiation skills and inter-personal relations.



Bernie Erven has spent most of his 35-year teaching, Extension and Research career focusing on employee management and family business relations. He emphasizes practical take-home ideas that managers can start using immediately. His work on important human resource topics has taken him to more than 30 states and Canadian provinces.

Tom Fuhrmann, DVM, owns and operates Dairy Works, a dairy management consulting and training company in Phoenix, AZ. He presents seminars and training sessions for dairy-men, their employees and for dairy industry professionals across the U.S. and internationally.



Danny Klinefelter is a Professor and Extension Economist at Texas AgriLife Extension Service specializing in agricultural finance and management development. He is the co-director of the Texas A&M Family and Owner-Managed Business Program, co-director of the Texas A&M: Texas Tech Agricultural Lending School and co-organizer of the Personnel Management Conference.

Shawn Twing is a Texas Board Certified Specialist in the area of Labor and Employment Law. He is published in legal journals and law reviews and regularly presents lectures on labor and employment law issues. Twing received his law degree in 1993 with honors from the University of Arkansas.



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Checks and Money Orders are payable to:

Texas AgriLife Extension Service, Acct# 222100-60021

And mailed to: **Texas AgriLife Extension Conference Services**
2139 TAMU
College Station, TX 77843-2139



You may pay by **Credit Card** (Master Card, Visa or Discover) or **Receive An Invoice** on our secure website at: <http://agrilifevents.tamu.edu> or credit card information may be faxed to (979) 862-4511. For registration questions, please call Texas AgriLife Extension Conference Services at (979) 845-2604.

Registration Form

Company Name _____

Address _____

E-Mail Address _____

Phone _____ Fax _____

Please check all that describe your business: Crop Dairy Feedlot
 Swine Ranch Other _____

Participant Names

Registration Fee

Method of Payment:

Total: _____

Visa Check or Money Order
 MasterCard
 Discover



Credit Card # _____ Exp. date _____

Signature _____ Cardholders Phone # _____

Cardholders Billing Zip Code _____



6500 Amarillo Blvd. West
Amarillo, TX 79106