

# AMCHAM HR COMMITTEE

## MEETING MINUTES

23<sup>rd</sup> April /Thursday/ 2008, 5:30 PM  
*American Corner at Sofia City Library, 4A Slavejkov sq.*

### Participants:

AmCham Human Resources Committee Co-Chair:  
Silvia Umnikova, Alexander Hughes

### Membrs:

Bilyana Ivanova, Philip Morris Bulgaria EOOD  
Georgi Parvanov, Consultteam  
Maria Ivanova, 3M  
Maria Sotirova, JobTiger  
Meglena Yugova, Renault Nissan Bulgaria  
Monica Budinova, JobTiger  
Yuliana Popova, Stanton Chase

Milena Milenkova, AmCham Committee Assistant

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## MEETING AGENDA

1. Update on HR-related issues in the time of crisis
2. Proposal for the annual agenda of the committee
3. Proposal and voting on new HR Committee's chairpersons (please send your proposals)
4. Others

## MEETING MINUTES

### S.U.

Welcomes the participants.

There was a delay in the Committee activities because of the changes in the AmCham Board of Directors.

AmCham Board of Directors created three new Board- level committees to supervise the implementation of the AmCham strategy. These committees will help AmCham reach its stated goals as defined in the Statutes of the Chamber.

AmCham HR Committee is under the **Membership Development Board Committee**.

**Business Promotion Board Committee** works to actively promote Bulgaria as an attractive business destination and encourage U.S. and foreign investments in the country. It aims to position AmCham as the first point of reference for U.S. and foreign investors. The committee works on creating an AmCham Foreign Investors Agenda, identifying priority sectors and potential investors, developing trade missions and targeted events in specific sectors and developing promotional and reference materials on the business climate in Bulgaria.

**Public Affairs/Advocacy Board Committee** focuses on policy issues such as: strengthening the competitive business environment, maintaining a level playing field for competition, promoting transparency in business transactions and public procurement, reducing inefficiencies and over-regulation by government, and promoting corporate citizenship. The committee develops opinions on various policy issues and undertakes relevant follow-up actions such as legislative proposals, position papers, communication campaigns, and interactions with Chambers' stakeholders including Government and other state institutions.

**Membership Development Board Committee** works on providing value-added services to the AmCham membership and enhances communication with target audiences and various stakeholders. The aim of the committee is to involve the membership in different activities, encourage the creation of industry-oriented and cross-functional committees and working groups, promote events that positively impact member companies' business operations, and develop the Chamber's communication strategy and its communication channels.

## 1. Update on HR-related issues in the time of crisis

The published HR statistics is contradictory. In general there is a lower demand on the labour market. Pharma and trade sectors are less affected. The majority of the companies say that they will increase or keep the same level of the salaries. Company trainings and seminars are postponed. There is an increase of personal lease and outsourcing.

## 2. Proposal for the annual agenda of the committee

It was decided to circulate the preliminary suggestions for annual agenda and to collect a feedback from the rest of the HR Committee members.

The deadline for the feedback is May 15<sup>th</sup> 2009.

### Legal Changes

- Personnel lease
- Visa/Working permits
- Interim Management
- .....
- .....
- .....

### Workshop Topics

- EU Funding opportunities
- [Practical Aspects of Mediation](#)
- [Understanding People for Results](#), Narrowgate Consulting
- .....
- .....

**Guest-Speakers/Topics** – make a schedule of the meetings and invite:

- Representatives of Ministry of Labour
- Specialists on Labour Safety
- Lawyers
- .....
- .....

**Official Launch** with all CAOs and HR Managers  
Accept the event budget.

**Others**

- Improve coordination with the other AmCham Committees
- Collaborate with US Embassy, BHRMDA and other organizations
- Contact and exchange experience with other AmCham HR Committees
- .....
- .....

**3. Proposal and voting on new HR Committee’s chairpersons (please send your proposals)**

**S.U.**

When the HR Committee was established it was decided to have two co-chairpersons to head the HR Committee – one from the HR consulting business and one – from the HR Managers. It was decided the two co-chairpersons to have a mandate of 6 months to head the HR Committee after which another two co-chairpersons from the HR Committee will be elected. The first 6 month mandate expired and new co-chairs should be elected.

**Nominations:**

Georgi Parvanov, Consulteam

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- .....
- .....

**Next HR Committee Meeting is scheduled for the last week of May, 2009, American Corner, 4A Slavejkov sq.**