

# MELVEEN STEVENSON

MBA | SHRM-SCP | SPHR

*Human Resources + Business Adviser*



## ABOUT MELVEEN

Melveen Stevenson is the CEO and founder of M.S.Elemental, a human resources and business advisory firm. As a certified HR professional with a background in accounting and finance, she helps companies to navigate the human resources "jungle" of compliance, human capital, and leadership challenges. By using an encompassing business approach, she helps to strengthen the infrastructure of organizations from the inside out, specifically through leadership development, operations, training, employee engagement, and coaching.

LEADERSHIP  
TRAINING

HR COMPLIANCE  
& AUDITS

HR  
OPERATIONS

EXECUTIVE  
COACHING

EXPERT  
SPEAKER

WORKFORCE  
PLANNING

### *Contact Information*

WEBSITE /  
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# BACKGROUND

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Over the last 20 years, Melveen has held leadership positions in human resources operations, supply chain, and talent management at international companies in food manufacturing, medical products, and consumer products. She has also worked internationally. Melveen began her career in accounting and international banking. With an inspired desire to support and drive organizational success through human capital, she redirected her career and obtained her MBA at Michigan State University's Eli Broad Graduate School of Management.

Melveen is also an adjunct faculty member at the College of Business Administration and Public Policy at California State University Dominguez Hills.

Certifications: SHRM-SCP, SPHR, Extended DISC

*“Melveen’s advice has always helped us keep grounded and working with her has inevitably led us to better solutions all around.”*



# SPEAKING TOPICS

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- Implicit Bias and Microaggressions: Adding Depth and Meaning to Diversity and Inclusion in the Workplace
- Managing People for the First Time: The “Not-So-Common” Common Sense Principles for the New Supervisor
- Success Strategies for On-boarding New Employees
- Stay Interviews: Engaging Talented Employees with Focus and Intention
- California Meal and Rest Breaks: What You Don't Know Can Cost You
- Wage and Hour Topics: Making Sense of Requirements Exempt and Non-Exempt Requirements
- FMLA and ADA: Managing Leaves and Employer Obligations (updated with COVID-19 topics)

*“I'm deeply passionate about helping to empower business owners, leaders, and entrepreneurs to create organizations that resonate with them and that drive positive change in their communities.”*

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BE YOUR BEST. DO YOUR BEST.