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**Thursday
September 18,
2014**

2014 SEMINAR LOCATION
**HILTON CHARLOTTE
UNIVERSITY PLACE**

8629 J M KEYNES DRIVE

CHARLOTTE, NC 28262

(704) 547-7444

ENHANCE YOUR EEO KNOWLEDGE at the **2014 EEOC Charlotte Training Institute Seminar**. This informative seminar, **sponsored by the EEOC CHARLOTTE OFFICE**, will be held at the Hilton Charlotte University Place.



EEOC Charlotte Seminar

U.S. Equal Employment Opportunity Commission

TRAINING YOU CAN'T AFFORD TO MISS!

Join EEOC for the best in EEO training from the experts who enforce the law.

Questions about the seminar?

Marilyn S. Booker

(757) 441-3135

(757) 441-6720 FAX

(757) 441-3578 TTY

Visit us at:
eeoc.traininginstitute@eeoc.gov
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sheets, press releases, and other
training opportunities



EEOC
Training Institute
...Learn from the Experts

Thursday, September 18, 2014

EEOC Charlotte Seminar

www.eetraining.eeoc.gov

Top 5 Reasons to Attend an EEOC Seminar

- Get Updates on the Latest Changes to EEO Laws and Regulations
- Avoid Common Pitfalls and Mistakes
- Learn Best Practices
- Prepare for Tough HR Decisions
- Meet the People who Enforce the Laws

Hotel Arrangements

Registrants are responsible for their own hotel arrangements.

Who Should Attend?

- Human Resources
- EEO Managers and Staff
- Attorneys
- Managers and Supervisors
- State and Local Officials
- Union Officials
- Federal EEO Staff (seminar approved for EEO Investigator refresher credit)

Training Institute Policies - Training Event 14TCHA01

PAYMENT — \$349 Fee includes seminar, lunch and refreshments at breaks, and an eight-volume EEO library on CD. **PAYMENT MUST ACCOMPANY REGISTRATION.** *EEOC Tax ID Number: 52-0812909*

GET A DISCOUNT PRICE of \$319 by:

1) registering on-line with a credit card up to the day before the seminar, or
2) registering early by mail or FAX. Check or faxed credit card payment information must be received before August 18, 2014 for early bird discount. Check or faxed credit card registrations received after August 18, 2014 will be charged \$349. **NOTE:** All credit card charges will be listed as EEOC Training Institute on your statement.

PAYING BY GOVERNMENT PURCHASE ORDER *Please note: This type of payment is not eligible for the Early Bird discount.*

State and Local Government Registrants: In order to be confirmed: submit a copy of the purchase order, purchase order number, billing name, address and instructions, and agency tax ID number. For all POs, please provide the name, phone number and email of a contact person for questions regarding purchase order and payment. "Purchase order number" could also be a requisition or document number, as appropriate.

Federal Government Registrants: We only accept federal purchase orders over \$2,500. Please contact our customer service staff at (703) 291-0880 or send an email to eeoc.traininginstitute@eeoc.gov for more information.

REGISTRATION — Register at www.eetraining.eeoc.gov. Credit card and electronic bank check registrations will receive immediate confirmation. *EEOC Tax ID Number: 52-0812909*

You may also **MAIL** your registration application with payment to **EEOC TRAINING INSTITUTE, REGISTRATION PROCESSING, 6841 Elm Street, Suite 1092, McLean, VA 22101** or **FAX** your registration with payment to 518.615.8422.

QUESTIONS ABOUT REGISTRATION? 1.866.446.0940; TTY# 1.800.828.1120; eeoc.traininginstitute@eeoc.gov

CONFIRMATION — Registrants will receive written email or fax confirmation upon receipt of a complete registration application and payment. Space is limited, so register early, preferably at least 14 days prior to the seminar. Late registrations will be accepted on a space-available basis. Confirmation email should be brought to the event.

CANCELLATIONS, REFUNDS, NO SHOWS

Cancellations received more than 10 business days prior to the seminar are eligible for a refund less a \$35 processing fee. No shows are not eligible for a refund. Substitutions may be made prior to the beginning of the seminar.

REASONABLE ACCOMMODATION REQUESTS — If you need an accommodation, please note it on the registration form and we will contact you.

AGENDA Charlotte EEOC SEMINAR Thursday, September 18, 2014



Schedule

- Registration: 7:15 am
- Start: 7.50 am
- Lunch provided
- End: 4:30 pm

• LET EEOC BE YOUR TRAINER

Experienced EEOC staff will come to your worksite and provide training on popular EEO topics such as harassment or an overview of EEO. For more information, contact:
Marilyn S. Booker
Program Analyst
757 441-3135 mari-lyn.booker@eoc.gov

- 7:15 AM Registration and Continental Breakfast
- 7:50 AM **Welcome**
Reuben Daniels, Jr., Esq., Director, EEOC Charlotte District Office
- 8:00 AM **50th Anniversary of the Civil Rights Act of 1964, as amended
2012-2016 Strategic Enforcement Plan
EEOC National Priorities**
P. David Lopez, Esq., General Counsel, EEOC Office of General Counsel
- 8:45 AM **Implicit Bias—The Next Frontier In Addressing Discrimination?**
Hon. Mark W. Bennett, Judge , U.S. District Court, Northern District of Iowa
- 9:30 AM **EEOC Legal Update**
Peggy Mastroianni, Esq., Legal Counsel, EEOC Office of Legal Counsel
- 10:15 AM Break
- 10:30 AM **Juggling Fast: ADA/FMLA/Workers Compensation Exposures**
Karen L. Wingo, Attorney, Fisher & Phillips, LLP
- 11:30 AM **Hiring and Firing Without Discrimination: Conviction Records, Credit Checks, On-Line Applications and Social Media**
Mason G. Alexander, Regional Managing Partner, Fisher & Phillips, LLP
- 12:30 PM Lunch
- 2:00 PM AFTERNOON WORKSHOPS—CHOOSE 2
1. **Laws Governing Labor Relations in a Right to Work State**
Lisa Shearin, Deputy Regional Attorney, National Labor Relations Board (NLRB)
Immigration-Related Unfair Employment Practices
Elise Shore, Esq., Special Litigation Counsel, Office of Special Counsel, U.S. Department of Justice
 2. **EEO Compliance and Responding to EEOC Charges**
Thomas M. Colclough, Director, EEOC Raleigh Area Office
 3. **Federal Contractors: Common Problems and Best Practices**
William Crews, Assistant District Director, U.S. Dept. of Labor, OFCCP
- 3:00 PM Break
- 3:15 PM **Repeat of Afternoon Workshops**
- 4:30 PM Adjourn

Credits: Recertification credits from HRCI are available. The seminar also meets the yearly refresher training requirement for federal agency EEO investigators.

EEOC Charlotte Seminar September 18, 2014 (Event Code 14TCHA01)

Please print and use a separate form for each attendee.

3 ways to register

• **ON-LINE - GET DISCOUNT PRICE**

www.eeotraining.eeoc.gov
(payment by credit card and online check only)

• **MAIL**

EEOC TRAINING INSTITUTE

131 M STREET, NE

SUITE 5NE31J

WASHINGTON, DC 20507

• **FAX 518.615.8422**



Directions to SEMINAR LOCATION—Hilton University Place

Exit from I-85 North or South at exit 45A, W.T. Harris Boulevard East.

Hilton Charlotte University Place is 1/4 mile on the left in the University Place complex. (Two street lights down once you exit from I-85.)

The hotel is the high-rise building in the complex, totally visible from Harris Boulevard.

Then left turn at J M Keynes Drive goes directly into the hotel parking lot.

By registering for a Training Institute event, you agree to all applicable Institute policies.

First Name _____ MI _____ Last Name _____

Title _____

Organization _____ Suborg _____

Address _____

City _____ State _____ Zip _____

E-Mail _____

Business Telephone () _____ (if TTY, please check)

Fax No. () _____ Company/Agency Tax ID Number _____

Do you require a reasonable accommodation, due to a disability, in order for you to attend this program? Yes Describe accommodation requested or special diet needed.

AMOUNT OF PAYMENT: \$349 Discount Price of \$319 available for online registrations up until the day before the seminar and for mailed check or mailed/faxed credit card payment registrations received by August 18, 2014. Faxed/mailed credit card registrations received after August 18, 2014 will be charged \$349.

Credit Card MasterCard Visa American Express Discover

Account # _____ Expiration Date _____

Cardholder Name (please print) _____

Signature _____ Card Security Code _____

Cardholder Email address _____

Cardholder mailing address _____

Check Payable to EEOC Training Institute

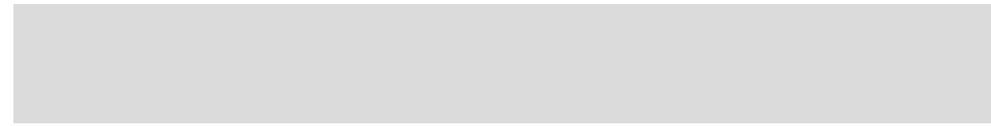
State/Local Government Purchase Order (Attached) PO # _____

State and Local PO will be paid by Check Credit Card (provide information above)

Billing Organization Name & Address _____

Name/Phone #/Email of Billing Contact _____

We only accept federal purchase orders for over \$2,500. Please call us at 1.866.446.0940 or send an email to eeoc.traininginstitute@eeoc.gov for special registration form and procedures.



Have you attended an EEOC sponsored seminar, course or conference in the last 5 years? Yes No

Employees at Your Facility:

- Under 50
- 50-99
- 100-249
- 250-499
- 500-999
- 1,000+

Your Position Category:

- Attorney EEO Director, Manager, Supervisor
- EEO Professional (Investigator, Counselor, Specialist)
- HR Director, Manager, Supervisor HR Staff
- Mediator, ADR Other Manager, Supervisor
- President, CEO, Owner Union Representative
- Other _____

Your Organization's Business Type:

- Federal Gov't
- State/Local Gov't
- Private

How did you learn about our seminar?

- Brochure in mail Email Colleague
- Website/Internet Newspaper/Radio Ad
- Professional Organization SHRM EEOC event
- Other _____