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for a reduced price

**Thursday  
June 26, 2014**

2014 SEMINAR LOCATION  
**ADAMS POINTE  
CONFERENCE CENTER**  
1400 NE CORONADO DRIVE  
BLUE SPRINGS, MO 64014  
(816) 220-4400  
[www.adamspointecc.com](http://www.adamspointecc.com)

**ENHANCE YOUR EEO KNOWLEDGE** at the **2014 EEOC Kansas City Training Institute Seminar**. This informative seminar, **sponsored by the EEOC's St. Louis District Office**, will be held at the **Adams Pointe Conference Center in Kansas City, Missouri**.



# EEOC Kansas City Seminar

**U.S. Equal Employment Opportunity Commission**

FOR HOTEL RESERVATIONS, CONTACT:

**COURTYARD BY MARRIOTT**  
(ADJACENT TO THE  
ADAMS POINTE CONFERENCE CENTER)  
1500 NE CORONADO DRIVE  
BLUE SPRINGS, MO 64014  
(816) 228-8100  
[www.marriott.com](http://www.marriott.com)

**2014 EXCEL  
Training Conference**

**Keynote Speaker**  
Ms. Myrlie Evers-Williams  
Civil Rights Activist  
San Diego, CA  
August 11-14, 2014

For more information go to:  
[www.eetraining.eeoc.gov](http://www.eetraining.eeoc.gov)

**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?  
**Sylvia Smith**  
**District Resources Manager**  
**EEOC St. Louis District  
Office**  
(314) 539-7834  
(314) 539-7893 FAX  
(314) 539-7803 TTY  
[sylvia.smith@eeoc.gov](mailto:sylvia.smith@eeoc.gov)



**EEOC**  
**Training Institute**  
*...Learn from the Experts*

Thursday, June 26, 2014

# EEOC Kansas City Seminar

[www.eetraining.eeoc.gov](http://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 14TSTL02

**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 May 27, 2014 for early bird discount. Check or faxed credit card registrations received after May 27, 2014 will be charged \$349. NOTE: All credit card charges will be listed as EEOC Training Institute on your statement. FAX # 202.663.7190.

**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 re: 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 202-663-7210 or send an email to [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov) for more information.

**REGISTRATION —** Register at [www.eetraining.eeoc.gov](http://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, 131 M STREET, NE, SUITE 5NE31J, WASHINGTON, DC 20507** OR **FAX** your registration with payment to 202.663.7190.

**QUESTIONS ABOUT REGISTRATION?** 202.663-7210; TTY# 1.800.828.1120; [eeoc.traininginstitute@eeoc.gov](mailto: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 KANSAS CITY EEOC SEMINAR Thursday, June 26, 2014



## We've Gone Green!

Materials will be provided online.

*Print or save at your convenience.*

Bring them with you in your preferred format or on your preferred device.

*Be sure to provide your email address on your registration form so you will receive the link to the materials.*

## 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:

**Sylvia Smith**

District Resources Manager  
314-539-7834  
sylvia.smith@eeoc.gov

- |          |  |
|----------|--|
| 7:30 AM  | <b>Registration and Continental Breakfast</b>  |
| 8:30 AM  | <b>Welcome</b><br><i>Sylvia Smith, District Resources Manager, St. Louis District Office</i>   |
| 8:40 AM  | <b>The EEOC circa 2014</b><br><i>James R. Neely, Jr., District Director, St. Louis District Office</i>   |
| 9:00 AM  | <b>Developing Area of the Law: LGBT Coverage Under Title VII</b><br><i>Commissioner Chai R. Feldblum, Equal Employment Opportunity Commission</i>  |
| 10:30 AM | <b>Break</b>   |
| 10:45 AM | <b>Looking at a Charge from Both Sides</b><br><i>Jack D. Rowe, Partner, and Brian N. Woolley, Partner, Lathrop &amp; Gage LLP—Respondent Perspective</i><br><i>Michael Williams, Partner, Williams Dirks Dameron LLC—Charging Party Perspective</i>  |
| 11:45 AM | <b>Lunch and Networking</b>  |
| 1:00 PM  | <b>Everything You Want to Know About Mediation</b><br><i>Maria Schulte, ADR Coordinator, St. Louis District Office</i><br><i>Jack D. Rowe, Partner, and Brian N. Woolley, Partner, Lathrop &amp; Gage LLP</i><br><i>Michael Williams, Partner, Williams Dirks Dameron LLC</i>  |
| 2:00 PM  | <b>At Your Service—Ask Your Burning Questions of the Director and Deputy Director</b><br><i>James R. Neely, Jr., District Director, St. Louis District Office</i><br><i>Lloyd J. Vasquez, Jr., Deputy Director, St. Louis District Office</i>  |
| 2:45 PM  | <b>Break</b>   |
| 3:00 PM  | <b>AFTERNOON SESSIONS—Choose one of the following:</b><br><ol style="list-style-type: none"><li><b>Federal Sector Updates</b><br/><i>Amy Weinhaus, Administrative Judge, St. Louis District Office</i></li><li><b>Private Sector Updates</b><br/><i>Patricia A. Konopka, Partner, Stinson Leonard Street LLP</i></li></ol> |
| 4:00 PM  | <b>Adjourn</b>   |

**Credits:** Recertification credits from HRCI have been requested. Continuing Legal Education (CLE) credits from the Missouri Bar have been requested. Accreditation has been sought from the Kansas CLE Commission. The seminar also meets the yearly refresher training requirement for federal agency EEO investigators.

# EEOC Kansas City Seminar June 26, 2014 (Event Code 14TSTL02)

Please print and use a separate form for each attendee.

**3 ways to register**

• **ON-LINE - GET DISCOUNT PRICE**

[www.eeotraining.eeoc.gov](http://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**



Directions to SEMINAR LOCATION—Adams Pointe Conference Center:

**From Airport:**

Take -29 S/US 71 S to Kansas City, then take US 169 S, left onto West 6th South to I-35 N / I-70 E / US 40 E. Follow I-70 E to exit 21 for Adams Dairy Parkway. Right onto NE Adams Dairy Pkwy and take 1st left onto NE Coronado Drive.

The Adams Pointe Conference Center's main entrance is located behind the Courtyard by Marriott.

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** \_\_\_\_\_

\* *Be sure to provide your e-mail address when registering so you will receive the link to the seminar materials.*

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  No 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 May 27, 2014. Faxed/mailed credit card registrations received after May 27, 2014 will be charged \$349. FAX # 202.663.7190.

**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 202.663.7210 or send an email to [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov) for special registration form and procedures.

Person filling out this form (if different than registrant)

Name \_\_\_\_\_

Email \_\_\_\_\_

**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 \_\_\_\_\_