

Wednesday

May 14, 2014

2014 SEMINAR LOCATION  
KEENELAND ENTERTAINMENT  
CENTER  
4201 VERSAILLES ROAD  
LEXINGTON, KY 40588  
<http://www.Keeneland.com>

**ENHANCE YOUR EEO KNOWLEDGE** at the **2014 EEOC Lexington Technical Assistance Seminar**. This informative seminar, **sponsored by the EEOC Louisville Area Office**, will be held at the Keeneland Entertainment Center.



# EEOC Lexington Seminar

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

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for a reduced price.

**TRAINING YOU CAN'T AFFORD TO MISS!**  
Join EEOC for the latest developments in EEO law and best practices — from the experts who enforce the law.

Questions about the seminar?

**Contact: Marian Ahl**  
(502) 582-5839  
(502) 582-5895 FAX  
(502) 582-6285 TTY

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

Event Code 14TIND02



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

# EEOC Lexington Seminar

Wednesday, May 14, 2014

[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

**2014 EXCEL Training Conference**  
San Diego, CA August 11-14, 2014

Keynote Speaker

Ms. Myrlie Evers-Williams

Civil Rights Activist

For more information go to:

[eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov)

## Who Should Attend?

- Human Resources
- EEO Managers and Staff
- Attorneys
- Managers and Supervisors
- State and Local Officials
- Union Officials

## Training Institute Policies - Training Event 14TIND02

**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 April 30, 2014 for early bird discount. Mailed check or faxed credit card registrations received after April 30, 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 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 202.663.7014.

**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.

# Lexington EEOC SEMINAR Wednesday, May 14, 2014

## Agenda



### Schedule

- Registration - 7:30 am
- Start - 8:00 am
- Lunch provided
- End - 4:30 pm

**Event Code 14TIND02**

### *LET EEOC BE YOUR TRAINER*

Experienced EEOC staff will come on-site and provide training on popular EEO topics such as harassment or an overview of EEO.

For more information, contact:

**Phyllis Tucker-Wells**  
Program Manager  
317-226-7469

[phyllis.tucker-wells@eeoc.gov](mailto:phyllis.tucker-wells@eeoc.gov)

7:30-8:00 am	Registration and Continental Breakfast
8:00-8:15 am	Webster N. Smith, EEOC District Director Indianapolis District Office Phyllis Tucker-Wells, EEOC Program Manager Indianapolis District Office
8:15-9:15 am	Legal Update: Recent Developments in EEO Law Kenneth Brown, EEOC Senior Trial Attorney Louisville Area Office
9:15-10:15 am	ADA Leave Policies and Reasonable Accommodations Jonathan Bryant, EEOC Senior Trial Attorney Indianapolis District Office
10:15-10:30 am	Morning Break
10:30-11:30 am	EEOC Strategic Enforcement Plan Aimee McFerren, EEOC Senior Trial Attorney & Alan Anderson, EEOC Investigator Louisville Area Office
11:30-12:30	Religious Discrimination John Schmelzer, Acting Director EEOC Office of Field Coordination Programs Washington, D.C.
12:30-1:45 pm	Lunch
1:45-2:45 pm	LGBT: Sexual Orientation, Gender Identity and Respectful Interaction in the Workplace. Chris Hartman, Director, Fairness Campaign Louisville, Kentucky
2:45-3:00 pm	Afternoon Break
3:00-4:30 pm	Role Play: Interviewing, Hiring & Domestic Violence Commentary by the EEOC, and Defense & Plaintiff Bar Attorneys Aimee McFerren, EEOC Senior Trial Attorney Defense Bar Attorney TBA Plaintiff Bar Attorney TBA
4:30 pm	Adjourn

# EEOC Lexington Seminar - May 14, 2014 (Event Code 14TINDO2)

Please print and use a separate form for each attendee.

**3 ways to register**

**• ON-LINE**

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

- payment by credit card or online check

**• MAIL**

**EEOC TRAINING INSTITUTE**

131 M STREET, NE

SUITE 5NE31J

WASHINGTON, DC 20507

• **FAX** to 202.663.7014

**Hotel**

**Arrangements**

*Registrants are responsible for their own hotel arrangements.*

**Directions to Training Venue—Keeneland Entertainment Center**

Enter off Versailles Road at Gate 1. Take first right to the Center at the top of the hill.

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 registrations received by the deadline of April 30, 2014. Faxed/mailed credit card registrations received after April 30, 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 866.446.0940 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 \_\_\_\_\_ Tel. # \_\_\_\_\_

**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 Organization's Business Type:**

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

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

**How did you learn about our seminar?**

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