

**REGISTER NOW at
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for early registration
reduced price**

*Friday
August 22, 2014*

**Kovens Conference Center
Florida International University
Biscayne Bay Campus
3000 N.E. 151st Street
North Miami FL 33181**

ENHANCE YOUR EEO KNOWLEDGE at the **2014 EEOC Miami Technical Assistance Seminar**. This informative and highly rated seminar, **sponsored by the EEOC Miami District Office**, will be held at the Roz and Cal Kovens Conference Center, Florida International University, Biscayne Bay Campus, North Miami. **Register early, as attendance is limited!**



EEOC Miami Seminar

U.S. Equal Employment Opportunity Commission

*EEO 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?

Elaine McArthur
EEOC, Tampa Office

(813) 202-7924

(813) 228-2045 FAX

(813) 225-7025 TTY

elaine.mcarthur@eeoc.gov



EEOC
Training Institute

...Learn from the Experts

Please visit our registration page at www.eetraining@eeoc.gov for further information regarding nearby hotels offering sleeping accommodations.

Friday, August 22, 2014 2012

EEOC Miami Seminar

www.eetraining.eeoc.gov

Top Five Reasons to Attend this Seminar:

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

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

Who Should Attend?

- Human Resources
- EEO Managers & Staff Attorneys
- Managers & Supervisors
- State and Local Officials
- Union Officials
- Federal EEO Staff [seminar approved for EEO Investigator Refresher credit]

Training Institute Policies - Training Event 14TMIA01

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 July 22, 2014 for early bird discount. Check or faxed credit card registrations received after July 22, 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 Purchase Orders, 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 1-(866)446-0940 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, 6841 ELM ST. #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 EEOC Miami Seminar Friday, August 22, 2014



We've gone GREEN!

All seminar materials will be provided electronically three (3) days prior to the seminar date.

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: Elaine McArthur Outreach & Training Manager (813)202-7924 elaine.mcarthur@eoc.gov

7:45 AM	REGISTRATION AND CONTINENTAL BREAKFAST
8:30 AM	Welcome and Opening Remarks <i>Malcolm Medley, Director, EEOC Miami District Office</i>
8:45 AM	Religion and Work: Rights and Obligations <i>Jeanne Goldberg, Senior Attorney Advisor, Office of Legal Counsel, EEOC Headquarters, Washington DC</i>
10:00 AM	BREAK
10:15 AM	Lesbian, Gay, Bisexual & Transgender (LGBT) Discrimination in the Workplace <i>Kimberly Cruz, Supervisory Trial Attorney, EEOC Miami District Office</i>
11:30 AM	The Alternative Dispute Resolution Process: Benefits for Your Company <i>Marvin Frazier, Acting District ADR Coordinator, Mediator, EEOC Miami District Office</i>
NOON	LUNCHEON
1:00 PM	Race and Color Discrimination in Employment <i>Malcolm Medley, Director, EEOC Miami District Office</i>
2:00 PM	BREAK
2:15 PM	ADA, FMLA and Worker's Compensation: The Ultimate Balancing Act <i>Michael Farrell, Attorney at Law, Farrell Law P.A., Miami/Orlando</i>
3:30 PM	The Federal Forum: New Developments and Guidance <i>Miguel Rivera, Jr., District Director, EEOC Orlando Office, Dept of Labor, Office of Federal Contract Compliance Programs</i> <i>Harry Turner, Community Outreach & Planning Specialist, Dept. of Labor, Wage & Hour Division, Miami</i> <i>Department of Justice Speaker</i> <i>Moderator: Nitza Santos Wright, Enforcement Manager, EEOC Miami District Office</i>
4:45 PM	ADJOURN

Credits: HRCI recertification and CLE credits have been requested. Both have been approved for previous seminars. This seminar meets the yearly refresher requirement for federal agency EEO investigators.

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
6841 ELM STREET, #1092
MCLEAN, VA 20602

- **FAX**

(518)615-8422

DIRECTIONS

Kovens Conference Center
Florida International University
Biscayne Bay Campus
3000 N.E. 151st Street
North Miami FL 33181

From the South:

Take I-95 North to NW 135th St., Opa-locka Blvd (Exit 10-B). Take 135th St. East to Biscayne Blvd. (U.S. 1). Turn left on Biscayne Blvd. to NE 151st St. Turn right at NE 151st St. & follow signs to Kovens Conference Center (1.5 miles).

From the North (including Ft.

Lauderdale Int'l Airport): PLEASE NOTE: "Biscayne Blvd" is US 1 in Miami. In Broward County, US 1 is known as "Federal Highway". Take I-95 South to Ives Dairy Road (Exit 16). Take Ives Dairy Road East to Biscayne Blvd. Take Biscayne Blvd. South to NE 151st St. Turn left at NE 151st St. & follow signs to Kovens Conference Center (1.5 miles).

From Miami Int'l Airport): Follow signs to I-95 North or Ft. Lauderdale. Follow directions from "South" listed above.

From the West (Palmetto Exwy. Turnpike or Golden Glades

Interchange): Follow Route 826 eastbound following signs "to Beaches" (this becomes NE 163rd St). Turn right on Biscayne Blvd. (US 1). Take Biscayne Blvd. South to NE 151st St. Turn left at NE 151st St. and follow signs to Kovens Conference Center (1.5 miles).

Please print and use a separate form for each attendee.

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 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 July 22, 2014. Faxed/mailed credit card registrations received after July 22, 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 _____

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 # of Billing Contact _____

We only accept Federal purchase orders of over \$2,500. Please call us at 866.446.0940 or send an email to

Person filling out this form (if different from registrant)

Name _____

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
- Private With Interest in Fed Trng

How did you learn about our seminar?

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