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2015 Seminar Location
The Founder's Inn & Spa
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**FRIDAY
JUNE 19, 2015**

ENHANCE YOUR EEO KNOWLEDGE
at the 2015 EEOC Technical Assistance Seminar
This informative seminar is hosted by the
EEOC Charlotte District Office



EEOC HAMPTON SEMINAR

U.S. Equal Employment Opportunity Commission

Event Code: 15TCHA03

GOING GREEN!

Participant materials will be available online prior to the day of the seminar. Provide your email address at registration to receive the link to the materials. Download and bring your device with you to view your materials.

TRAINING THAT YOU CANNOT AFFORD TO MISS!
Join us for the BEST in EEO Training from the experts who enforce the law.

Questions about the seminar?
Contact: Travis Nicholson
(704) 954-6425 Phone
(704) 954-6684 TTY
(704) 954-6529 Fax
travis.nicholson@eeoc.gov



EEOC
Training Institute
...Learn from the Experts

U.S. Equal Employment Opportunity Commission

EEOC Hampton Seminar

Friday
June 19, 2015

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

CANCELLATIONS, REFUNDS, NO SHOWS

Cancellations received more than 14 calendar 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

Who Should Attend?

- Human Resources Professionals
- EEO Managers and Staff
- Attorneys
- Managers and Supervisors
- State and Local Officials
- Federal EEO Staff (seminar approved for EEO Investigator Refresher Credit)

Training Institute Policies - Training Event 15TCHA03

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 \$329 by:

1) registering on-line with a credit card up to the day before the seminar, or 2) registering early, with payment, by mail or FAX by **May 22, 2015**. Check or faxed credit card registrations received after May 22, 2015 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.** To ensure your place in the class, submit purchase orders or Government training authorization forms at least three (3) weeks prior to the start of the class. Billings for registrations made by purchase order or Government training authorization form will take place immediately upon registration.

Federal and State and Local Government Registrants: Registrants may submit a government purchase order. For all purchase orders to be confirmed for a seminar, submit a copy of the purchase order, the purchase order number, billing name, address, and agency tax ID number. Also provide the name, phone number, and e-mail of a contact person for questions regarding the purchase order and payment. A purchase order number can also be a requisition or document number, as appropriate.

Pre-payment is required prior to training.

Federal Government Registrants: Federal agencies must complete the EEOC's IAA prior to training. Visit the website www.eetraining.eeoc.gov to obtain a copy or 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.

You may also **MAIL** your registration application with payment to **EEOC TRAINING INSTITUTE, 6841 ELM STREET, SUITE 1092, MCLEAN, VA 22101** OR **FAX** your registration with payment to 518.615.8422.

REGISTRATION QUESTIONS? 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.**

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

Recertification credits for HRCI and CLE credits have been requested. This seminar meets the yearly refresher training requirement for federal agency EEO investigators and mediators for this seminar.

EEOC HAMPTON SEMINAR AGENDA

June 19, 2015



Schedule

- 7:15 a.m. Registration
- 8:00 a.m. Start
- NOON Lunch (Provided)
- 4:30 p.m. End

The Founders Inn & Spa
5641 Indian River Rd,
Virginia Beach, VA
23464
757.424.5511

Let the EEOC Be Your Trainer!

Experienced EEOC Staff will come to your worksite and provide training on popular EEOC topics such as harassment, EEO Overview, Diversity and Inclusion.

For more information contact:

Travis M. Nicholson
Program Analyst
(704) 954-6425
travis.nicholson@eoc.gov

- 7:15 a.m. **Registration and Continental Breakfast**
- 8:00 a.m. **Welcome and Opening Remarks**
Reuben Daniels, Jr., Esq., Director, EEOC Charlotte District Office
- 8:15 a.m. **EEOC Legal Updates**
Peggy Mastroianni, Esq., Legal Counsel, EEOC Office of Legal Counsel
- 9:15 a.m. **Implicit Bias - Understanding How it Can Affect Your Workplace**
Sarah Redfield, Professor, University of New Hampshire School of Law
- 10:15 a.m. **BREAK**
- 10:30 a.m. **Workplace Harassment - Prevention and Best Practices**
Presenter to be announced
- 11:30 a.m. **ADA & FMLA - The Two-Headed Monster**
Karen Michael, Karen Michael, PLC
- 12:30 p.m. **LUNCH - Guest Speaker, Dr. Cassandra Newby-Alexander**
*Professor of History, Norfolk State University
Director of the Joseph Jenkins Roberts Center for African Diaspora Studies*
- 1:45 p.m. **AFTERNOON WORKSHOPS**
Choose 2 Workshops; One for each Afternoon Session
- 1. EEOC Case Studies - From Investigation to Litigation**
*Thomas Colclough, Deputy Director, EEOC Charlotte District Office
Abby Zimmerman, Trial Attorney, EEOC Raleigh Area Office*
 - 2. EEOC Mediation - Benefits and Strategies for Employers**
Jimmy Jones, ADR Coordinator, EEOC Charlotte District Office
 - 3. Labor Relations in a Right-to-Work State**
Presenter, National Labor Relations Board
 - Immigration Related Unfair Employment Practices**
Sergio Esquivel, Equal Opportunity Specialist, Office of Special Counsel, U.S. Department of Justice
 - 4. LGBT - Transgender Issues in the Workplace**
Presenter to be announced
- 3:00 p.m. **BREAK**
- 3:15 p.m. **Repeat of Afternoon Workshops (2nd Session)**
- 4:30 p.m. **Adjourn**

Electronic copies of the seminar materials will be made available online prior to the seminar. A link will be emailed to participants who provided an email address during registration. If you are viewing this brochure in electronic format follow this [LINK](#) to access and download the seminar materials beginning on June 12, 2015. Participants that are unable to access the link can request to have the materials emailed to them directly by contacting Program Analyst Travis M. Nicholson, (704) 954-6425, travis.nicholson@eoc.gov.

EEOC Hampton Seminar June 19, 2015 (Event Code 15TCHA03)

Please complete one form per attendee. Please complete this form in its entirety

3 Ways to Register

ONLINE

Get Discount Price!

www.eeotraining.eeoc.gov

Payment by credit card or
online check only

MAIL

EEOC Training Institute
6841 Elm Street
McLean, VA 22101

Or

FAX

518.615.8422



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The Founder's Inn & Spa
5641 Indian River Rd,
Virginia Beach, VA 23464
757.424.5511
www.foundersinn.com

**Guests are responsible for
arranging their own lodging
accommodations**

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 \$329 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 22, 2015**. Faxed/mailed credit card registrations received after May 22, 2015 will be charged \$349.

Credit Card MasterCard Visa American Express Discover

Account # _____ Expiration Date _____

Cardholder Name (please print) _____

Signature _____ Card Security Code _____

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Check Payable to EEOC Training Institute, 131 M Street, NE, Suite 5NE31J, Washington, DC 20507

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 accept federal purchase orders; the EEOC's IAA must be completed prior to training - for federal agencies

Person filling out this form (if different than registrant)

Name _____

Email _____

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 _____