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**Tuesday,
July 14, 2015**

2015 SEMINAR LOCATION

**ADAMS POINTE
CONFERENCE CENTER
BLUE SPRINGS, MISSOURI**

1400 NE Coronado Drive
Blue Springs, Missouri 64014
866.82.ADAMS (23267) or
816.220.4400

www.adamspointecc.com

FOR HOTEL RESERVATIONS,
CONTACT:
COURTYARD BY MARRIOTT
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CONFERENCE CENTER)
1500 NE CORONADO DRIVE
BLUE SPRINGS, MO 64014
(816) 228-8100

www.marriott.com



GOING GREEN!

Participant materials will be available to download and/or e-mailed prior to the day of the seminar.

Event Code **15TSTL02**

ENHANCE YOUR EEO KNOWLEDGE at the **2015 EEOC Kansas City Area Technical Assistance Program Seminar (TAPS)**. This informative seminar, **sponsored by the EEOC's St. Louis District Office**, will be held at the **ADAMS POINTE CONFERENCE CENTER, BLUE SPRINGS, MISSOURI**



EEOC KANSAS CITY AREA SEMINAR

U.S. Equal Employment Opportunity Commission

TRAINING YOU CAN'T AFFORD TO MISS!

Join EEOC and other employment law experts for the best in EEO training from the experts who enforce the laws.

Questions about the seminar?

**Mocha Suell, Program Analyst
Outreach & Training Coordinator
EEOC St. Louis District Office**

(314) 539-7949

(314) 539-7050 FAX

(314) 425-4130 TTY

erika-mocha.suell@eeoc.gov



EEOC
Training Institute
...Learn from the Experts

EEOC KANSAS CITY AREA SEMINAR

ADAMS POINTE CONFERENCE CENTER, BLUE SPRINGS, MISSOURI

Tuesday, July 14, 2015

www.eeotraining.eeoc.gov

Blue Springs, Missouri
Motto: City of Cooperation



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 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
- 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 #15TSTL02

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 **June 14, 2015**. Check or faxed credit card registrations received after June 14, 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.eeotraining.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.eeotraining.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.

EEOC KANSAS CITY AREA SEMINAR

Adams Pointe Conference Center - Blue Springs, Missouri

(Event Code 15TSTL02)

Tuesday, July 14, 2015



LET EEOC BE YOUR TRAINER

Experienced EEOC staff will come to your Worksite and provide training on popular EEO topics and laws such as the ADA, ADEA, Title VII, the PDA, GINA, Harassment, Diversity & Inclusion, Implicit Bias, Hiring Best Practices, Legal Updates, the Charge Handling Process and/or an overview of Federal EEO laws.

For more information contact:
Mocha Suell, Program Analyst
314-539-7949
erika-mocha.suell@eoc.gov

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

Agenda

- 7:30 AM Registration and Continental Breakfast**
- 8:30 AM WELCOME - HAPPY 50TH ANNIVERSARY EEOC! 1965 TO 2015**
James R. Neely, Jr. District Director - EEOC St. Louis District Office
- 8:45 AM EEOC'S TOP TEN LITIGATION DEVELOPMENTS**
Major cases and issues developing throughout the country
David Lopez, General Counsel, EEOC
- 10:15 AM Break**
- 10:30 AM WHERE ARE YOU COMING FROM? (IMPLICIT BIAS)**
How our unconscious attitudes and stereotypes affect our understanding, actions, and employment decisions - which can lead to unlawful discrimination
Andrea G. Baran, Regional Attorney - EEOC St. Louis District Office
- 11:30 AM FMLA TODAY - Understanding the Family & Medical Leave Act**
BREAK TIME FOR NURSING MOTHERS
Employer requirements under the Fair Labor Standards Act (FLSA)
Kathy Rodriguez, Investigator - U.S. Department of Labor, Wage and Hour Division
- 12:30 PM Lunch and Networking**
- 1:30 PM RECRUITMENT AND HIRING - BEST PRACTICES**
Strategies for attracting, recruiting and retaining the most qualified candidates from diverse talent pools - reducing the risk of discriminatory hiring practices
Julianne P. Story, Partner - Husch Blackwell LLP
- 2:45 PM Break**
- 3:00 PM CONDUCT UNBECOMING AND UNCIVIL BEHAVIOR (WORKPLACE HARASSMENT)**
Promote a Positive Work Environment - Prevent Costly Claims and Litigation (Best Practices, Panel Discussion, Q & A)
Karen R. Glickstein, Shareholder - Polsinelli PC, Kristi L. Kingston - Employee & Labor Law Group of Kansas City, LLC William C. Martucci, Partner - Shook, Hardy & Bacon, LLP David W. White, Principal, - Foland, Wickens, Eisfelder, Roper & Hofer, PC
- 4:30 PM Adjourn**

Credits: HR Certification Institute (HRCI) recertification credits have been **approved**. Kansas, Missouri and Nebraska Continuing Legal Education (CLE) credits have been **approved**. This seminar meets the yearly refresher training requirement for federal agency EEO counselors and investigators.

EEOC Kansas City Area Seminar - Tuesday, July 14, 2015

Adams Pointe Conference Center - Blue Springs, Missouri (Event Code 15TSTL02)

Please print and use a separate form for each attendee.

3 ways to register

• **ON-LINE - GET DISCOUNT PRICE**

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

• **MAIL**

EEOC TRAINING INSTITUTE
6841 ELM STREET
SUITE 1092
MCLEAN, VA 22101

• **FAX to 518.615.8422**



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1400 NE Coronado Drive
Blue Springs, Missouri 64014
866.82.ADAMS (23267) or
816.220.4400

www.adamspointecc.com

Located 20 miles east of downtown Kansas City, the Adams Pointe Conference Center, is connected to the Courtyard Marriott

From the 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 the 1st left onto NE Coronado Drive.

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 30 days before the seminar. Faxed/mailed credit card registrations received after June 14, 2015 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 accept federal purchase orders; the EEOC's IAA must be completed prior to training - for federal agencies only. Please call us at 866.446.0940 or send an email to eeoc.traininginstitute@eeoc.gov.

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 Organization's Business Type:

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

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 _____

How did you learn about our seminar?

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