Fee - $349 per day

Early/Online Discount
$329 ($658 both days)
for online registration or
if payment is **received by**
June 13, 2016

Thursday & Friday
July 14 - 15, 2016

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ENHANCE YOUR EEO KNOWLEDGE at the **2016 EEOC Las Vegas Technical Assistance Seminar** sponsored by the **EEOC Los Angeles District Office.** The seminar will be held at the **Red Rock Resort & Spa**

EEOC Las Vegas Seminar

U.S. Equal Employment Opportunity Commission

2016 SEMINAR LOCATION

Red Rock Resort & Spa
11011 W. Charleston Blvd.
Las Vegas, NV 89135
(702) 797-7777

Hotel Arrangements
Registrants are responsible for their own arrangements

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

EVENT Code: 16T-LAX-01

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Questions about the seminar?
Christine Park-Gonzalez
Los Angeles District Office
(213) 894-1101
FAX (213) 894-2028
christine.park-gonzalez.@eeoc.gov

U.S. Equal Employment Opportunity Commission

EEOC Las Vegas Seminar

Thursday & Friday
July 14-15, 2016

Training Institute Policies - Event Code: 16TLAX01

PAYMENT - $349 per day ($698 for both days). Fee includes seminar, lunch, refreshments at breaks and an eight volume 2016 EEO library on a CD. PAYMENT MUST ACCOMPANY REGISTRATION. *EEOC Tax ID Number: 52-0812909*

GET A DISCOUNT PRICE of $329 ($648 for both days) when
1) registering on-line at www.eeotraining.eeoc.gov/tapsmain.html before July 14 (**Day 1**) and July 15 (**Day 2**), 2016.

2) mailed registrations are postmarked on or before June 13, 2016. All mailed payments postmarked after June 13 are subject to the $349 registration fee. Checks received after June 13 containing insufficient funds will be returned. **NOTE**: All credit card charges will be listed as EEOC Training Institute on your statement.

MAIL registration forms and checks to:
EEOC TRAINING INSTITUTE, 6841 ELM STREET, SUITE 1092, MCLEAN, VA 22101

STATE AND LOCAL GOVERNMENT REGISTRANTS: NOTE: To request an invoice (to secure payment via **check or credit card**) please call or e-mail the EEOC Training Institute. Registration confirmation is issued **after** payment is received by the EEOC Training Institute.

FEDERAL GOVERNMENT REGISTRANTS USING IPAC (Intra governmental payment and collection): Federal agencies must complete the EEOC's Inter Agency Agreement Form (IAA Form) at the time of registration.

REGISTER ONLINE - www.eeotraining.eeoc.gov/tapsmain.html
Credit card and electronic bank check registrations will receive immediate confirmation.

REGISTRATION QUESTIONS: Visit the website www.eeotraining.eeoc.gov or contact our customer service staff at 703-291-0880 or toll free 1-866-446-0940; or send an e-mail to eeoc.traininginstitute@eeoc.gov for more information TTY# 1-800-828-1120.

CONFIRMATION: Registrants will receive e-mail confirmation upon receipt of a complete registration 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. Bring your e-mail confirmation to the seminar.

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

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.

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)

U.S. Equal Employment Opportunity Commission

Las Vegas Seminar - Day 1
Thursday, July 14, 2016

Schedule

7:30 a.m.
Registration

8:30 a.m.
Start

NOON Lunch
(Provided)

4:45 p.m.
End

Let the EEOC Be Your Trainer!

Experienced EEOC Staff will come to your worksite and provide training on popular EEO topics such as Harassment, EEO Overview, ADA Reasonable Accommodation and more.

For more information contact:
Christine Park-Gonzalez, Outreach & Education Manager,
(213) 894-1101
christine.park-gonzalez@eeoc.gov

7:30 a.m. **REGISTRATION**

8:30 a.m. **WELCOME REMARKS**
Richard Burgamy, Director, EEOC Las Vegas Local Office

8:40 a.m. **EEOC UPDATE — New Commission Direction, Guidance & Regulations**
Rosa Viramontes, District Director, EEOC Los Angeles District

9:15 a.m. **EEOC'S NEW DIGITAL CHARGE SYSTEM: A Tutorial on How it Works and the Release of Information**

10:15 a.m. **BREAK**

10:30 a.m. **A SLIPPERY SLOPE: Navigating Workplace Investigations on Tricky EEO Issues** — A Plenary Panel Discussion

12 noon **LUNCHEON**

1:15 p.m. Breakout Sessions I (Choose One Workshop)

I. **EEO 101: EEOC & OFCCP — Laws Enforced, Processes & Differences**
II. **Pregnancy & Caregiver Discrimination and the Interplay with FMLA**
III. **Systemic Issues Decoded: How to Analyze Your Workforce to Avoid Pitfalls in Recruitment & Hiring**

2:15 p.m. **BREAK**

2:30 p.m. Breakout Sessions II (Choose One Workshop)

I. **EEO 101: How EEOC Dissects Your Responses to an EEOC Charge**
II. **Emerging Issues: Lesbian, Gay, Bisexual & Transgender (LGBT) Discrimination**
III. **The Changing Face of the Workforce, Outsourcing & Joint Employer Dilemmas**

3:30 p.m. **BREAK**

3:45 p.m. Breakout Sessions III (Choose One Workshop)

I. **Workplace Harassment: How to Conduct a Top-Notch Investigation**
II. **ADA Puzzles: Exploring Direct Threat, Accommodating Mental Disabilities, Etc.**
III. **Age Discrimination: Issues, RIFs and Other Involuntary Separations**

4:45 p.m. **ADJOURN**

This program has been submitted to the HR Certification Institute for review and SHRM recertification credits are being sought. Refresher training requirement for federal agency EEO (counselors, investigators and/or mediators) has been approved.

U.S. Equal Employment Opportunity Commission

Las Vegas Seminar - Day 2
Friday, July 15, 2016

Schedule

7:30 a.m.
Registration

8:30 a.m.
Start

11:45 Lunch
(Provided)

4:30 p.m.
End

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For more information contact:
Christine Park-Gonzalez, Outreach & Education Manager,
(213) 894-1101
christine.park-gonzalez@eeoc.gov

7:30 a.m. **REGISTRATION**

8:30 a.m. **WELCOME REMARKS**
Richard Burgamy, Director, EEOC Las Vegas Local Office

8:40 a.m. **EEOC LEGAL UPDATE — What's Going on in the Courts?**
Diane Arkow Gross, Supervisory Administrative Judge, Los Angeles District

10:00 a.m. **BREAK**

10:15 a.m. **PROCEED WITH CAUTION: What Employers Need to Know About Waivers, Arbitration, Big Data, EEO-1 Reporting, Etc.**

11:45 a.m. **LUNCHEON**

1:00 p.m. Breakout Sessions I (Choose One Workshop)

I. **The Internet, Your Employees & You: Managing Issues in the Digital Age**
II. **Pay Equity: The Equal Pay Act & its Impact on Today's Workplace**
III. **The Pitfalls of Goodbye: Employee Separations & EEO Compliance**

2 p.m. **BREAK**

2:15 p.m. Breakout Sessions II (Choose One Workshop)

I. **Worship & the Workplace: A Panel Discussion on Religious Accommodation & Discrimination**
II. **Leave Policy Compliance: The Juggle Between FMLA, Worker's Compensation & the ADA**
III. **Two-Hour Sexual Harassment Training for Supervisors & Managers - Part I (Complies with CA State Law A.B. 1825)**

3:15 p.m. **BREAK**

3:30 p.m. Breakout Sessions III (Choose One Workshop)

I. **The #1 Type of EEOC Charge? Getting a Handle on Retaliation Claims**
II. **Conflict Resolution in Employment: Trade Secrets from a Mediator**
III. **Two-Hour Sexual Harassment Training for Supervisors & Managers - Part II (Complies with CA State Law A.B. 1825)**

4:30 p.m. **ADJOURN**

This program has been submitted to the HR Certification Institute for review and SHRM recertification credits are being sought. Refresher training requirement for federal agency EEO (counselors, investigators and/or mediators) has been approved.

EEOC LAS VEGAS SEMINAR 2016

Please print and use a separate form for each attendee

*** PAYMENT IS REQUIRED PRIOR TO TRAINING**

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:
☐ Federal Gov't
☐ State/Local Gov't
Private

Your Position:
☐ 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 this seminar?
☐ Brochure in mail
☐ Colleague
☐ EEOC event
☐ Email
☐ Website/Internet
☐ Newspaper/ Newsletter
Professional Organization
☐ SHRM
☐ Other _____

ENROLLMENT

Event Code: 16T-LAX-01

First Name _____ MI ___ Last Name _____

Title _____

Organization _____ Suborg. _____

Address _____

City _____ State _____ Zip_____

E-Mail _____

Business Telephone ( )_____ (if TTY, please check here ☐)

Fax No. ( ) _____ Company/Agency Tax ID Number _____

Do you require a reasonable accommodation, due to a disability, to attend this program? ☐ Yes

Describe accommodation requested or special diet needed: _____

_____

REGISTRATION FEE

☐ Two day $698 / $658* ☐ One day $349 / $329* *Discount Price

☐ Day 1 & Day 2 ☐ Day 1 only ☐ Day 2 only

*Discount price of $329 per day available for online registrations received before July 14 (day 1) or July 15 (Day 2), 2016. All payments received after June 14 will be subject to a $349 per day registration fee. Checks received after June 14 containing insufficient funds will be returned. Mail registrations to: EEOC Training Institute, 6841 Elm Street, Suite 1092, McLean, VA 22101

PAYMENT TYPE

Credit Card ☐ MasterCard ☐ Visa ☐ American Express ☐ Discover

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☐ Federal Government Agencies must complete the EEOC's Inter Agency Agreement (IAA Form) at the time of registration. Please contact the **EEOC Training Institute** at **866-446-0940** or send an e-mail to eeoc.traininginstitute@eeoc.gov.

Person filling out this form (if different than registrant)

Name: _____ E-mail:_____

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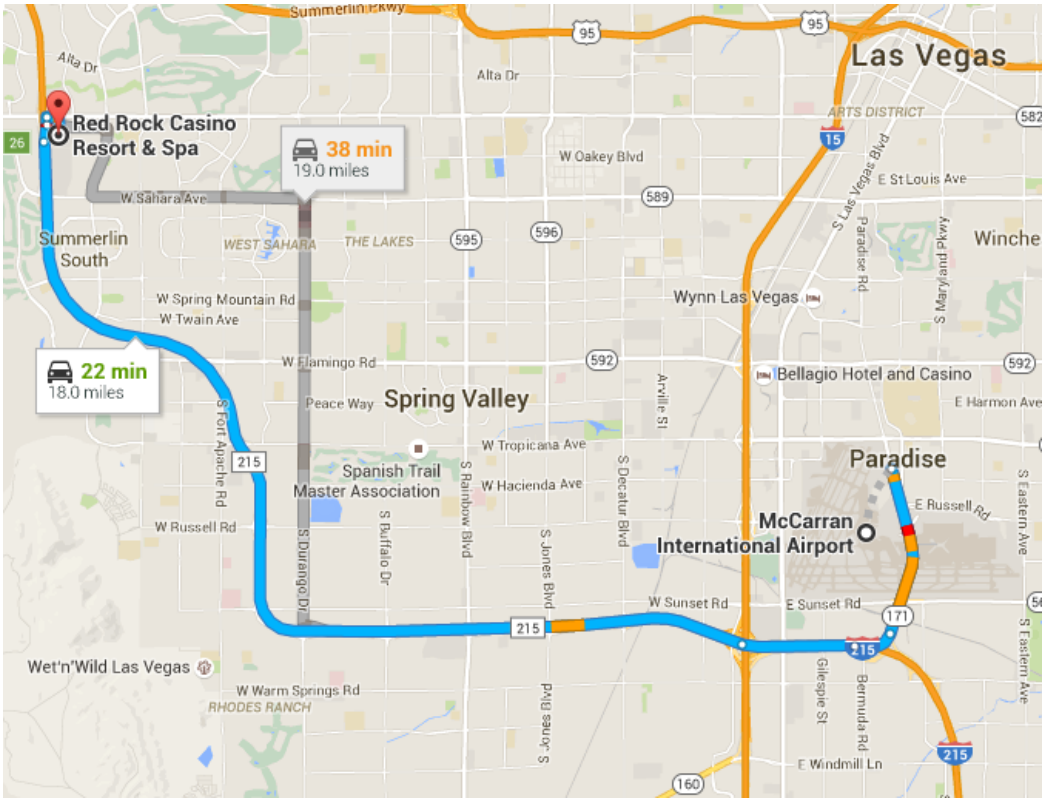
►**MAIL** to EEOC TRAINING INSTITUTE, 6841 ELM STREET, SUITE 1092, MCLEAN, VA 22101
►**QUESTIONS? CALL** 703-291-0880 or toll free 1-866-446-0940; **or e-mail** eeoc.traininginstitute@eeoc.gov

EEOC LAS VEGAS SEMINAR 2016

DIRECTIONS

Visit the EEOC Training Institute at www. eeotraining.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