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**U.S. Equal Employment Opportunity Commission
Miami District Office**

EEOC 101: KNOWING THE LAWS AND AVOIDING THE PITFALLS

July 15, 2021

12:30 pm – 4:10 pm (EDT)

About this training: This program is interactive and uses tools to help you assess your current knowledge and allow the experts to provide guidance. Virtual Chat and Question and Answer (“Q&A”) options are available and we encourage you to comment frequently and post your questions! We will conduct anonymous polls. Each session allows a few minutes for Q&A at the end. The presenters will address unanswered questions at the end of the workshop.

AGENDA

Time	Presentation
12:20 pm	Virtual Environment Opens
12:30 pm	Opening Remarks Paul Valenti, District Director, EEOC Miami District Office
12:35 pm	Starting at the Basics: Let’s Talk Title VII and EPA Patricia McMahon, Outreach & Education Coordinator, EEOC Denver Field Office This discussion reviews Title VII of the Civil Rights Act of 1964 (Title VII) and the Equal Pay Act of 1963 (EPA). Title VII prohibits employment discrimination, harassment, and retaliation on basis of race, color, national origin, pregnancy, sex, religion, gender identity, sexual orientation, and transgender status. The EPA prohibits pay discrimination based on sex. The conversation provides an overview of these laws, employee rights, and employer responsibilities.
1:35 pm	Break
1:45 am	More Laws and More Guidance: ADEA, ADA and GINA Debra Finney, Outreach & Education Coordinator, EEOC Memphis District Office This session discusses the Age Discrimination in Employment Act of 1967 (ADEA) which protects the rights of persons age 40 or older; the Genetic Information Nondiscrimination Act of 2008 (GINA), which prohibits discrimination based genetic information; and the Americans with Disabilities Act of 1990 (ADA), which provides opportunities for qualified individuals with disabilities. The discussion also focuses on the ADA’s reasonable accommodation provisions. Learn about the interactive

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process and how to provide reasonable accommodation to applicants and employees.

2:45 am

Break

2:55 pm

EEOC's Investigative Process and Employer Best Practices

Maria Flores, Outreach & Education Coordinator, EEOC Chicago District Office

The last session discusses EEOC's charge process, from the time the initial complaint of discrimination is received until the final disposition of the matter. It also includes an in-depth discussion and suggested best practices and compliance strategies on handling employee complaints of discrimination, harassment and retaliation.

3:55 pm

Additional Questions – Closing Remarks

4:10 pm

Adjourn

REGISTRATION FEE: \$150.00

REGISTER HERE: [Miami Virtual Workshop](#)

CREDITS:

HRCI – This program has been submitted to the HR Certification Institute for review.

SHRM – This program has been submitted for approval.

CLE – seeking credit for FL

This workshop has been approved for Federal Counselor or Investigator Refresher credits (3 hours).



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PRESENTER BIOGRAPHIES



Debra Finney, EEOC Memphis District

Debra Finney is the EEOC's Memphis District Outreach & Education Coordinator. She has been with EEOC for 40 years, with 23 years spent as an Investigator. Her experience as an Investigator and in her current position makes her uniquely qualified to discuss the laws enforced by EEOC.

Debra's jurisdictional areas include Arkansas, Tennessee and North Mississippi. She enjoys her position as Outreach and Education Coordinator because she travels the district, and the country, interacting with stakeholder groups. She not only educates the audience on the laws enforced by EEOC, and their rights and responsibilities, but provides practical application and tips. A popular speaker at many conferences in and outside of the Memphis district, she engages her audiences with a casual, yet informative, style. In addition to her duties in the Memphis District, she is a frequent speaker at national training conferences and is a trainer on national training projects, both internal and external. Her many travels for work have afforded her an opportunity to explore two other passions; BBQ and blues, which conveniently go hand in hand.



Maria E. Flores, EEOC Chicago District

Maria E. Flores is a 29-year veteran of the U.S. Equal Employment Opportunity Commission (EEOC). As a former Bilingual (Spanish-Speaking) and Systemic Investigator, she twice received national EEOC Chair awards for her collaborative work on resolving immigrant worker cases which had national impact and significant litigation results.

For nearly two decades now, Maria has served as the Outreach and Training Manager for the six-state, EEOC Chicago District, traveling coast to coast, from Washington, D.C. to Indian reservations in the Northwest. She has a proven record as a highly rated EEO speaker and trainer, on the national and regional level, to diverse worker organizations, NGOs, and employers, the latter including Fortune 500 and global companies as well as government agencies at all levels. Maria's repertoire includes all federal EEO laws enforced by EEOC; workplace harassment; fair hiring; national origin and immigrant worker discrimination issues; gender and pregnancy discrimination; diversity and unconscious bias; and workplace respect/civility, amongst other topics.

Maria has consistently been tapped by EEOC Headquarters to collaboratively serve and/or lead numerous national workgroups related to outreach and training. In recent years, she has served as an appointee on the Diversity & Inclusion Council for the EEOC Chicago District and on national workgroups related to the ADA, veterans, and vulnerable workers.

Maria received her B.A. from Marquette University and in 2019 was an Alumni National Recipient of the "Person for Others" award conferred by MU's College of Arts & Sciences.

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Maria has served as a volunteer on many diverse nonprofit boards and committees committed to diversity and inclusion; civil rights; justice-involved individuals; the advancement of women; community and international service; and the arts.



Patricia McMahon, EEOC Denver Field Office

Ms. Patricia McMahon serves as the Outreach and Education Program Coordinator for the United States Equal Employment Opportunity Commission (EEOC) - Denver Field Office. In this role she serves as a speaker and panelist on technical aspects of EEOC's policies and procedures.

Ms. McMahon serves as the Public Affairs Officer for the Denver Field Office. In this role, she oversees and coordinates message development, communications planning, and media relations, including all social media, for the [EEOC - Denver Field Office](#).

Ms. McMahon serves as a trainer with the [EEOC National Training Institute](#) with special certification to provide training for EEOC's Respect in the Workplace, a training program focused on respect, acceptable workplace conduct, and the types of behaviors that contribute to a respectful and inclusive workplace.

Ms. McMahon serves as the congressional liaison for the [Denver Field Office](#). In this role, she interacts with Congressional representatives to facilitate communication between congressional constituents and the Denver Field Office, provides guidance on navigating the EEOC process, and assists Congressional offices with constituent inquiries.

Ms. McMahon serves as the [Language Assistance Officer](#) (LAO) for the Denver Field Office under the Language Access Plan which is overseen by the EEOC-Office of Federal Programs.

Ms. McMahon currently serves on numerous committees and workgroups and recently assumed the duties of Region VIII Lead for the White House Initiative on Asian Americans and Pacific Islanders. She served on the 2013-14 FAPAC Workforce Diversity Challenge Team.

Ms. McMahon began her career with EEOC after graduating with honors from Metropolitan State University of Denver.

In her spare time, Ms. McMahon enjoys writing. She is the author of two books. One is detective fiction and the other humor fiction.