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U.S. Equal Employment Opportunity Commission
Memphis District Office

EEO Compliance in 2025: Addressing Emerging Issues Workshop

March 27, 2025

1:00 pm – 5:15 pm Central

Virtual Workshop

AGENDA

Time	Presentation
12:45 pm	Virtual Environment Opens
1:00 pm	Opening Remarks Delner Franklin-Thomas, District Director, EEOC Memphis District Office
1:05 pm	EEO Compliance in a Hybrid Workplace Roslyn Griffin-Pack, Trial Attorney, EEOC Memphis District Office
	This session equips attendees with essential knowledge to maintain EEO compliance in a hybrid work environment. Participants will learn to recognize, prevent, and address workplace harassment, focusing on challenges unique to remote and in office dynamics. The session will introduce practical strategies for fostering a respectful culture across all work settings.
2:05 pm	Conducting the Interactive Process and Exploring Accommodation Options Tracie DeFreitas, Job Accommodations Network (JAN)
	This training provides practical guidance on navigating the interactive process to address workplace accommodation requests. Participants will learn how to engage in meaningful, compliant conversations with employees, explore effective accommodation options, and balance organizational needs with legal obligations. The session emphasizes fostering respectful workplaces while meeting ADA and EEOC Requirements.
3:05 pm	Break

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Time	Presentation
3:10 pm	EEO CSI: Conducting & Surviving the Internal EEO Investigation
	William Cash, Director, EEOC Little Rock Field Office
	This dynamic, session equips attendees with the essential tools and techniques to conduct fair, thorough, and legally sound internal EEO investigation. Learn how to gather critical evidence, interview witnesses effectively, and navigate complex workplace complaints, while ensuring compliance and fostering a culture of accountability.
4:10 pm	Retaliation and EEO Compliance: Protecting Workplace Rights
	Phillip Bornefeld, Director, EEOC Nashville Area Office
	This session provides a comprehensive overview of retaliation and its implications under EEOC regulations. Participants will learn to identify retaliatory behaviors, understand legal protections, and implement best practices to prevent retaliation in the workplace. This session emphasizes creating a safe environment where employees can raise concerns without fear of retribution.
5:10 pm	Closing Remarks
	Melissa Brown, Outreach & Education Coordinator, EEOC Memphis District Office
5:15pm	Adjourn

REGISTRATION FEE: \$350.00 per person

REGISTER HERE: [Memphis Virtual Workshop](#)

CREDITS:

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

SHRM – submitted for approval

CLE – seeking credit for AK, TN, MS. (4 hours).

This workshop has been approved for Federal Counselor or Investigator Refresher credits (4 hours).

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PRESENTER BIOGRAPHIES



Phillip Bornefeld, Director, EEOC Nashville Area Office

Phillip Bornefeld currently serves as the Director of the Nashville Area Office for the Equal Employment Opportunity Commission. He has been employed by the Commission since 2009 with assignments in Atlanta, Georgia and Nashville, Tennessee as an Investigator and Supervisory Investigator. Prior to joining the Commission, Phillip served four years with General Electric as a Manager of Shop Operations and as a Lean Six Sigma Black Belt in East Tennessee, and 11 years as an active-duty Army Officer with tours in Iraq, Korea, Germany, and the USA. Phillip has a master's degree from the Florida Institute of Technology in Logistics Management and a bachelor's degree from Texas A&M University in Speech Communication.



William Cash, Director, EEOC Little Rock Field Office

William A. Cash Jr. serves as Director of the EEOC's Little Rock Area Office and Systemic Coordinator for the EEOC Memphis District. He started with the EEOC in 1992 as a trial attorney and later served as a Supervisory Trial Attorney. Mr. Cash holds a bachelor's in political science from the University of Arkansas (Fayetteville) and a J.D. from the University of Arkansas (Little Rock). Before working for the EEOC, Mr. Cash worked as a law clerk for U.S. District Judge Oren Harris of the Western District of Arkansas. Prior to working for Judge Harris, he had a private law practice in Little Rock. Mr. Cash served as a government fellow to the Equal Employment Opportunity Committee of the Labor and Employment Law Section of the American Bar Association. He appeared on ABC's 20/20 program discussing an EEOC case seeking relief for teenagers subjected to sexual assault in the workplace. Mr. Cash is a frequent presenter on the topic of workplace discrimination and employment law at continuing legal education programs and human resources seminars.

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Tracie DeFreitas, Program Leader, Director of Training and Outreach Job Accommodation Network (JAN)

Tracie DeFreitas serves as a Program Leader and the Director of Training and Outreach for the Job Accommodation Network (JAN), the leading national resource for expert guidance on workplace accommodations and the interactive process. Tracie has nearly 30 years of experience providing practical guidance and expert consultation on a broad range of workplace accommodation and Americans with Disabilities Act (ADA) compliance issues. She offers insight on engaging in the interactive process, navigating complex ADA issues, and practical workplace accommodation strategies that extend beyond ADA compliance. Tracie is also an experienced national speaker. In her role as Director, Tracie oversees JAN's training and outreach initiatives. As a Program Leader, she collaboratively manages the daily operations of JAN, ensuring that customer needs and organizational goals are consistently met.



Roslyn Griffin-Pack, Trial Attorney, EEOC Memphis District Office

Roslyn Griffin-Pack is a Trial Attorney with the Memphis District Office of the Equal Employment Opportunity Commission. Her practice focuses on Title VII, ADEA, ADA, and EPA litigation. Roslyn received her Bachelor of Arts in English, *magna cum laude*, from Tougaloo College, where she was a Presidential Scholar. She received her Juris Doctorate, *cum laude*, from the University of Mississippi School of Law in 2009. Prior to joining the EEOC, Roslyn served as a public service extern to the Honorable Daniel P. Jordan, United States District Court Judge for the Southern District of Mississippi, and a judicial law clerk to the Honorable Henry T. Wingate, also of the United States District Court for the Southern District of Mississippi. Roslyn also previously worked in both the private and public legal sector where she defended corporations and government agencies. Roslyn is an active member of her community and routinely volunteers her time to various charitable organizations.

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