

**AGENDAS OF PAST/FUTURE
EO TRAINING**

Shuttle Provided Beginning at 4:30 pm – Meet in lobby of Embassy Suites

**2009 Tri-State EO Training Conference
Arkansas, Louisiana & Mississippi
Hot Springs, Arkansas
March 30, 31 and April 1, 2009**

Workshop Agenda

Day Three - Wednesday, April 1

8:00 am – 9:15 am

Customer Service

Presenter: Susan Daniel – Northwest Arkansas Certified Development Company

9:15 am – 10:15 am

State Breakout Sessions

10:15 am – noon

Question and Answer Session

**ANNOUNCEMENTS &
WRAP-UP**

Adjourn

**2009 Tri-State EO Training Conference
Arkansas, Louisiana & Mississippi
Hot Springs, Arkansas
March 30, 31 and April 1, 2009**

Workshop Agenda

Day Two – Tuesday March 31st

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|---|---|
| 8:30 am – 9:30 am | MOA

<u>Presenter:</u> Kevin Malone, Civil Rights Center |
| 9:30 am – 10:30 am | EO Officers Responsibilities

<u>Presenter:</u> Kevin Malone, Civil Rights Center |
| 10:30 am – 10:45 am | BEVERAGE BREAK |
| 10:45 am – 11:45 am | Partnership Collaboration

<u>Presenter:</u> David Barch – Eastern Arkansas Workforce |
| 11:45 pm – 1:15 pm | LUNCH – ON YOUR OWN |
| 1:15 pm – 2:15 pm | Overview of Title VI/WIA

<u>Presenter:</u> Denise Sudell, Civil Rights Center |
| 2:15 pm – 2:30 pm | BEVERAGE BREAK |
| 2:30 pm – 4:00 pm | Update-Changes ADA Regulations

<u>Presenter:</u> Denise Sudell, Civil Rights Center |
| 6:00 pm – 8:00 pm
Boarding at 5:00 | Networking Reception – Weather Permitting
Dinner Cruise - Belle of Hot Springs Riverboat |

**2009 Tri-State EO Training Conference
Arkansas, Louisiana & Mississippi
Hot Springs, Arkansas
March 30, 31 and April 1, 2009**

Workshop Agenda

Day One – Monday March 30th

12:00 pm – Registration opens

1:00 pm. – 1:45 pm

Greetings and Opening Remarks – Artee Williams, Director
AR Department of Workforce Services
Kurt Schatzl, General Manager
Embassy Suites Hot Springs

Overview of Goals and Objectives

Freddy Jacobs, EO Manager, State of Arkansas
Evella Quiett, EO Director, State of Louisiana
Jim Nelson, Jr., State WIA EO Director, State of Mississippi

1:45 pm – 2:30 pm

Arkansas Career Readiness Certificate (Key Train/Work Keys)

Presenter: Joe Franklin, Arkansas DWS

2:30 pm – 2:45 pm

BEVERAGE BREAK

2:45 pm – 3:30 pm

Complaint Processing

Presenter: Arkansas, Louisiana and Mississippi

3:30 pm – 5:00 pm

Sexual Harassment

Presenter: Jim Nelson, Jr., Barbara Lowe, State of Mississippi

DINNER ON YOUR OWN

Equal Opportunity Training
May 14, 2009
9:00 a.m. – 3:30 p.m.
West Memphis, Arkansas

AGENDA

Presenter (Freddy Jacobs, State EO Officer)

General Equal Opportunity Overview

Discussion (Questions and Answers)

Lunch (On your own)

Customer Service Training

Discussion (Questions and Answers)

Equal Opportunity Training
May 19, 2010
9:00 a.m. – 3:30 p.m.
Jonesboro, Arkansas

AGENDA

Presenter (Freddy Jacobs, State EO Officer)

General Equal Opportunity Overview

Discussion (Questions and Answers)

Lunch (On your own)

Customer Service Training

Discussion (Questions and Answers)

Equal Opportunity Training
August 13, 2009
9:00 a.m. – 3:30 p.m.
Arkansas Workforce Center at Pine Bluff

AGENDA

Presenter (Freddy Jacobs, State EO Officer)

General Equal Opportunity Overview

Discussion (Questions and Answers)

Lunch (On your own)

Customer Service Training

Discussion (Questions and Answers)



EEOC

Training Institute
...Learn from the Experts

TECHNICAL ASSISTANCE PROGRAM SEMINAR
Hyatt Regency 1200 Louisiana, Houston, Texas
August 25, 2010

- 7:30 a.m. **Registration and Continental Breakfast**
- 8:00 a.m. **Welcome by the District Director R.J. Ruff, Jr.**
- 8:15 a.m. **What's new at the EEOC?... Leadership, Laws and Initiatives *EEOC Staff Panel***
- 9:15 a.m. **Get your bearings with FMLA, ADA, USERRA & Workers' Compensation. Got vertigo? Get balance. *Katrina Grider***
- 10:00 a.m. **Break**
- 10:15 a.m. **Crossing "The Line" - When bullying becomes harassment in the workplace.**
Employment law does not prohibit simple teasing or offhand comments; however, in order to prevent claims of national origin discrimination, employers need to train staff to avoid ethnic jokes, apply discipline consistently, regardless of national origin, and apply the same standards of hiring, promotion, and performance evaluation to everyone. In addition, the hot issue on undocumented workers. *David Quan*
- 11:15 a.m. **EEOC #1 Charges are Retaliation Claims**
Retaliation has become the most frequently asserted claim with EEOC charges. In 2009, 36% of all charges filed with EEOC included a claim of retaliation. This number represents approximately a 70% increase in retaliation claims over the last decade. *Marty Ebel*
- NOON **Networking Lunch (lunch included)**
Meet some of your fellow peers, get ideas, and gather additional resources.
- 1:00 p.m. **Can I Google my applicants?**
In addition, other questions you wanted to ask a lawyer but did not want to pay for! As well as Facebook, email, texting, sexting, and the risk management of Cyber space ... it is all discoverable. *Joe Bontke and Marty Ebel*
- 2:00 p.m. **Break out sessions (Do you hate to ask questions in a big group?)**
Session A: "Why go to Mediation? We did nothing wrong" and other urban myths about a best kept secret. *Jennifer Ortiz*
Session B: Conducting an in-house investigation in your office ... so EEOC does not have to. *Rodney Klein*
- 3:00 p.m. **Afternoon Break.** Grab a cookie, some caffeine, and switch rooms.
- 3:15 p.m. **Session A:** What is this Systemic Investigation stuff all about? Hear from the investigators doing the investigations. *Stephen Damiani and Gabriel Cervantes*
Session B: Civil Servants' have issues. (for Federal employees only) *Judge Mona Read*
- 4:15 p.m. **Pick up Certificates, Drop off Evaluations, and Leave with CD-ROMS Adjourn**

EQUAL OPPORTUNITY TRAINING

November 12, 2010
10:30 a.m. – 3:30 p.m.
ADWS (Central Office)
Little Rock, Arkansas

AGENDA

Opening Remarks - EO Manager (Gloria Johnson)

EO Officers Responsibilities

Complaint Processing

Brief/Overview - 2010 National EO Training Symposium
(Held in Bethesda, Maryland)

Working Lunch

MOA Updates

Brief/Overview - EEOC Conference
(Held in Houston, Texas)

Discussion (Questions and Answers)

Tri-State LWIA EO Training Workshop
Canton, Mississippi
April 6-8, 2011

Workshop Agenda (Draft)

Day One - Wednesday, April 6

12:00 Noon – Registration Opens

Introduction:

1:00 P.M. – 1:45 P.M.

Greetings and Opening Remarks
Welcome/Attractions City of Ridgeland
Overview of Goals and Objectives

Presenters:

Evella Quiett, EO Director, State of Louisiana
Gloria Johnson, EO Director, State of Arkansas
Timothy Rush, EO Director, State of Mississippi

1:45 P.M. – 2:30 P.M.

Understanding and Abiding by Title VI of the Civil Rights Act - Video

2:30 P.M. – 2:45 P.M.

BREAK

2:45 P.M. – 3:30 P.M.

Limited English Proficiency

3:30 P.M. – 4:15 P.M.

Sexual Harassment

4:15 P.M. – 4:45 P.M.

Effective Communication

Reception

5:30 P. M. – 7:30 P.M.

Thursday, April 7

8:00 – 8:30 A.M. - Registration

8:30 A.M. – 10:45 A.M.

When to Disclose a Disability

10:45 A.M. – 11:00 A.M.

BREAK

11:00 A.M. – 12:30 P.M.

Reasonable Accommodations

12:30 P.M. – 1:30 P.M.

LUNCH (Provided)

1:30 P.M. – 2:30 P.M.

ADA Video- 10 Employment Myths

2:30 P.M. – 2:45 P.M.

BREAK

2:45 P.M. – 4:45 P.M.

EO Monitoring at All Levels of the Workforce Investment Network
Recipients
LWIAs
One-Stops

EQUAL OPPORTUNITY TRAINING

May 12, 2011

9:00 a.m. – 4:00 p.m.

Arkansas Department of Workforce Services

#2 Capitol Mall (Central Office)

Little Rock, Arkansas

AGENDA

EO Laws

Update on Monitoring Report(s)

Lunch

Americans with Disabilities Act (ADA)

Brief/Overview of 2011 Tri-State EO Conference

Discussion (Questions and Answers)