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**Friday,
June 26,
2009**

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ENHANCE YOUR EEO KNOWLEDGE at the 2009 EEOC Albany, NY Technical Assistance Seminar. This exciting and informative seminar, sponsored by the **EEOC NEW YORK DISTRICT OFFICE**, will be held at the Crowne Plaza Albany.



EEOC Albany, NY Seminar

U.S. Equal Employment Opportunity Commission

SEMINAR LOCATION:
Crowne Plaza Albany City
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Come to the Source! Join EEOC for for the latest developments in EEO law and best practices — from the experts who enforce the law.

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Questions about the seminar?

Contact Bryan D. White
(212) 336-3670
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EEOC Albany, NY Seminar

Top 5 Reasons to Attend TAPS

- **Avoid Common Pitfalls and Mistakes**
- **Learn Best Practices**
- **Prepare for tough HR decisions**
- **Meet the people who enforce the laws**
- **Improve your company's bottom line**

Directions:

From the South:

Take the NYS Thruway (I-87) North to Exit 23. After the toll, follow to I-787 North. Take Exit 4 and follow the signs to Broadway by turning left at the 1st traffic light. Continue on Broadway and turn left on State Street. Continue up State Street to the 2nd traffic light and turn right on Lodge Street.

From the North:

Take the 'Northway' (I-87) South to I-90 East. Follow I-90 East to I-787 South. Use Exit 4B (Clinton Avenue). At the light, turn left onto Broadway. At the 4th traffic light, turn right on State Street. Continue up State Street to the 2nd traffic light and turn right on Lodge Street.

From the West:

Take the NYS Thruway (I-90) East to Exit 24. After the toll, continue to follow signs for I-90 East to I-787 South. Use Exit 4B (Clinton Avenue). At the light, turn left onto Broadway. At the 4th traffic light, turn right on State Street. Continue up State Street to the 2nd traffic light and turn right on Lodge Street.

From the East:

Take I-90 West to I-787 South. Use Exit 4B (Clinton Avenue). At the light, turn left onto Broadway. At the 4th traffic light, turn right on State Street. Continue up State Street to the 2nd traffic light and turn right on Lodge Street.

Training Institute Policies

Payment — \$349 per day Fee includes seminar, a seven volume EEO Resource Guide on CD, lunch and refreshments at breaks. **PAYMENT MUST ACCOMPANY REGISTRATION.** A discount price of **\$319 per day** is available for on-line registration with credit card or electronic check payment. The discount price is also available when registration with check or faxed credit card payment is received 30 days before the seminar. All credit card charges will be listed as EEOC Training Institute on your statement. **Payment by government purchase order is not eligible for the Discount Price.**

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Registration - Register at www.eetraining.eeoc.gov. Credit card and electronic bank check registrations will receive immediate confirmation. We are in the process of upgrading our registration system to accept on-line registration by government purchase order payment as well as electronic invoicing for federal government registrants. Please check our website, www.eetraining.eeoc.gov for the latest update.

You may also **Mail** your registration application with payment to **EEOC TRAINING INSTITUTE, PO BOX 7580, ARLINGTON, VIRGINIA 22207** OR **FAX** your registration with payment to: 518.615.8422

Questions about registration? Call 866.446.0940, (TTY# 1.800.828.1120) or email eeoc.traininginstitute@eeoc.gov

Confirmation

Registrants will receive written email or fax confirmation upon receipt of completed registration application and payment. Space is limited, register early, preferably at least 14 days prior to the seminar. Late registrations will be accepted on a space available basis.

Cancellations, Refunds, No Shows, Walk-ins, Transfers

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. Registrants are allowed one transfer to another seminar at no fee. Walk-ins need proof of payment to attend.

Reasonable Accommodation Requests

Please describe your accommodation needs due to a disability on the registration application and we will respond to you.

AGENDA - Albany, NY Friday, June 26, 2009

“A 21st Century Workforce, A Challenging Future”

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Experienced EEOC staff will come on-site and provide training on popular EEO topics such as harassment or an overview of EEO. For more information

Contact:

Bryan D. White,

Training Coordinator

212 336-3670

212 336-3622 TTY

bryan.white@eEOC.gov

SEMINAR AGENDA

- 8:00 am - 8:30 am **Registration, Seminar Handouts and Continental Breakfast**
- 8:30 am - 9:15 am **Welcoming Address & Status of the Agency:**
Spencer H. Lewis, Jr., District Director, EEOC New York District Office
- 9:15 am - 10:15 am **Charging Party Attorneys v. Respondent Attorneys:** *Both sides of an employment dispute. A panel of attorneys on both sides share their perspectives on the types of complaints they receive and defend.*
Moderator: Robert Rose, Supervisory Trial Attorney, EEOC New York District Office
Panelists: Ronald J. Kim, Law Offices of Ronald J. Kim
Mario Cometti, Butler, Fitzgerald, Fiveson & McCarthy
John E. Higgins, Nixon and Peabody
Nicholas D’Ambrosio, Jr., Bond, Schoeneck & King, PLLC
- 10:15 am - 10:30 am **Morning Break**
- 10:30 am - 12:00 pm **Claims against Federal, State & Local Government Agencies:**
What Local, County and State Agencies should know:
Presenters: Kenneth Chu, Acting Deputy District Director, EEOC New York District Office
Louis Lopez, Deputy Chief, Employment Litigation Section, Civil Rights Division, US Department of Justice
- 12:00 pm - 1:30 pm **Lunch - Guest Speaker, Galen D. Kirkland, Commissioner New York State Division on Human Rights**
- 1:30 pm - 3:00 pm **Afternoon Workshops - Choose One**
- Workshop A: Best Practices: For Affirmative Action Officers Conducting Internal Investigations:** *The Do’s and Don’ts from real cases.*
Presenter: Elizabeth Cadle, Enforcement Manager
EEOC New York District Office
- Workshop B: Legal Update: Discussion of Recent Supreme Court Employment Discrimination Decisions and EEOC Systemic and Class Cases:** *The discussion will cover the impact of recent Supreme Court decisions and pending cases concerning employment discrimination issues, recent EEOC systemic and class litigation and the Lilly Ledbetter Fair Pay Act.*
Presenter: Robert Rose, Supervisory Trial Attorney
EEOC New York District Office
- 3:00 pm - 3:15 pm **Afternoon Break**
- 3:15 pm - 4:15 pm **On the Horizon – Americans with Disabilities Act Amendment of 2008, and the Genetic Information Non-Discrimination Act.**
Presenter: Joyce Walker-Jones, EEOC Headquarters
Office of Legal Counsel, ADA Policy Division
- 4:15 pm - 4:30 pm **Questions and Answers, Wrap-up, Evaluations and Certificates & Distribute CD-ROM Manual**



EEOC Seminar Registration Form

Please print and use separate form for each attendee.

3 ways to register

•ON-LINE (FOR IMMEDIATE CONFIRMATION)

www.eeotraining.eeoc.gov

• MAIL to:

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PO BOX 7580
ARLINGTON, VIRGINIA 22207

• FAX to 518-615-8422

Have you previously attended an EEOC sponsored seminar, course or conference?

Yes No

Employees at your facility?

- Under 50
- 50-99
- 100-249
- 250-499
- 500-999
- 1,000-1,999
- 2,000+

Your Organization's Business Type:

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

Your Position Category:

- Attorney EEO Director, Manager, Supervisor
- EEO Investigator, Counselor, Staff
- 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 Colleague EEOC event
- Email Website/Internet Newspaper /Radio Ad
- Professional Organization SHRM
- Other _____

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Do you require a reasonable accommodation, due to a disability, in order for you to attend this program? Yes No

Describe accommodation requested or special diet needed _____

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