

**Fee** — \$335 per day

**Early/Online Discount**  
\$299 (\$598 both days)

if you register on-line or  
if payment is received by  
**June 20, 2008**

**July 21 - 22,  
2008**

**YOUR CHOICE** — Attend  
one or both days.

**ENHANCE YOUR EEO KNOWLEDGE** at the 2008 EEOC Technical Assistance Program Seminar (TAPS). This informative seminar, sponsored by EEOC's **BALTIMORE FIELD OFFICE**, will be held at the Sheraton Baltimore City Center Hotel.



## Discover EEOC's Baltimore 2 Day Seminar

U. S. Equal Employment Opportunity Commission

2008 SEMINAR LOCATION  
**Sheraton Baltimore  
City Center Hotel**  
101 West Fayette Street  
Baltimore, Maryland 21201  
(410) 752-1100  
[www.sheraton.com](http://www.sheraton.com)

***Seminar includes a CD-ROM of 2000+ pages, a comprehensive EEO Library!***

***Questions about the seminar? Contact:***  
**Trish Tanner**  
(410) 209-2721  
(410) 962-6065 (TTY)  
[mary.tanner@eeoc.gov](mailto:mary.tanner@eeoc.gov)

Join EEOC and experts in the field of employment law for this two-day seminar. Learn the latest developments in EEO law and best practices — from the experts who enforce the law.



**EEOC**  
**Training Institute**  
*...Learn from the Experts*

Monday, July 21, 2008  
Tuesday, July 22, 2008

# EEOC Baltimore, MD Seminar

[www.eeotraining.eeoc.gov](http://www.eeotraining.eeoc.gov)

## Session Highlights

- EEOC's Trends and Initiatives
- ADA: Vital Lessons from Recent Disability Cases
- Sex-Based Wages After Ledbetter v. Goodyear
- EEO Lessons from Defendant's Bar
- Race & Color Discrimination
- Harassment
- Legal Update—Recent Court Decisions & Their Impact
- Caregivers Discrimination-When Does it Violate the Law?

## Hotel Arrangements

*Registrants are responsible for their own hotel and travel arrangements.*

**Sheraton Baltimore  
City Center  
101 West Fayette Street  
Baltimore, MD 21201  
(410) 752-1100  
[www.sheraton.com](http://www.sheraton.com)**

## Registration Policy

### Payment — \$335 per day (\$670 for both days)

Fee includes seminar, a seven volume EEO Resource Guide on CD, lunch and refreshments at breaks. Payment must accompany registration. A discount price of **\$299 per day (\$598 for both days)** is available for on-line registration with a credit card and for check payments received 30 days before the seminar. Payment by government purchase order is not eligible for this Discount Price. *EEOC Tax ID Number: 52-0812909*

Payment by federal government purchase order can only be accepted if you provide a copy of the purchase order (or SF182 or DD 1556 training form), purchase order number, agency's 9 digit tax identification number, and agency's 8 digit Agency Location Code (ALC). **If any of these items are missing, we will not be able to confirm you for the seminar.** Electronic invoicing is NOT accepted. If you are paying by state or local government purchase order, provide your billing address where the invoice should be sent.

**Registration** - There are three ways to register. For immediate confirmation, register **ON-LINE** using a credit card at [www.eeotraining.eeoc.gov](http://www.eeotraining.eeoc.gov), OR

**MAIL** your registration application and payment to **EEOC TRAINING INSTITUTE, PO BOX 83933, GAITHERSBURG, MD 20883-3933, OR**

**FAX** your registration with credit card payment to **301.545.0718**

Questions about registration? Call 1.800.600.6157, (TTY# 1.800.600.6158) or email [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov)

Space is limited, register early, and preferably at least 14 days in advance of a seminar. Late registrations will be accepted on a space available basis.

### Confirmation

Registrants will receive written email or fax confirmation upon receipt of registration application and fee.

### Cancellations/No Show Policy

Cancellations received more than 7 business days in advance of 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.

### Reasonable Accommodation Requests

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

# EEOC Baltimore, Maryland Seminar

## Monday, July 21st AGENDA DAY 1

7:30 AM Registration and Continental Breakfast

8:30 AM **EEOC Trends and Initiatives**  
Keynote Presentation—**Chair Naomi Earp (invited)**

9:30 AM **ADA— Vital Lessons from Recent Disability Cases**  
How to avoid pitfalls and enhance your knowledge of the ADA.  
**Christopher Kucyzinski, Assistant Legal Counsel, Office of Legal Counsel, EEOC**

10:45 AM Morning Break

11:00 AM **Anticipating and Avoiding Workplace Violence**  
Factors to consider and steps you need to take from an expert in the field.  
**Paul Rusch, Penn Behavioral Health Services**

12:00 PM Luncheon— Guest Speaker— **“The Civil Rights Experience”**  
**John Schmelzer, EEOC, Office of Field Programs, EEOC Headquarters Office**

**Afternoon Workshops will begin at 1:30PM and 2:45PM (Choose one workshop each time period.)**

1:30 PM **A. Navigating Your Way With EEOC**  
A guide for responding to EEOC charges and ensuring your company makes sound and practical legal decisions on key issues.  
**Cece Williamson, Esq., Cece Williamson, LLC**

**B. Preventing and Eliminating Harassment: Management’s Responsibility**  
Learn how to prevent harassment and promptly and effectively respond when it occurs. (Session repeated at 1:30 pm on Day 2)  
**Mary Tiernan, Acting Program Analyst, EEOC, Philadelphia District Office**

**C. Mediation - It Can be a Win-Win for Everyone!**  
**Phil Goldman, ADR Coordinator, EEOC, Philadelphia District Office**  
**Denise Bean, Mediator, EEOC, Baltimore Field Office**

2:30 PM Afternoon Break

2:45 PM **A. E-RACE: Race and Color Discrimination - A New EEOC Initiative**  
Learn why this is a major concern to EEOC and get valuable information and insight to avoid pitfalls.  
**John Alvin Henderson, Trial Attorney, EEOC, Baltimore Field Office**

**B. Background Investigations - Risk Management or Playing with Fire?**  
You may have heard about “negligent hiring;” how about “adverse impact?”  
**Patrick Malley, Senior Investigator, EEOC, Pittsburgh Area Office**

**C. Retaliation - Don’t Do It - Tips for Employers**  
Retaliation claims have tripled in the past 15 years and the U.S. Supreme Court has ruled on this important issue. Find out how the EEOC looks at retaliation and what you can do to keep your managers from making this mistake.  
**Maria Salacuse, Senior Trial Attorney, EEOC, Baltimore Field Office**

4:00 PM Completion of Evaluations and Adjournment

# EEOC Baltimore, Maryland Seminar

## AGENDA DAY 2 Tuesday, July 22nd

**7:30 AM** Registration and Continental Breakfast

**8:30 AM** **Opening Remarks**

Marie M. Tomasso, Director, Philadelphia District Office

Gerald S. Kiel, Director, Baltimore Field Office

**8:45 AM** **Legal Update: Recent Court Decisions and Their Impact on Employer Responsibilities**

EEO law is dynamic, ever changing and developing as the courts interpret and apply the law to a rapidly changing workplace. Join us for a review of the most interesting and far reaching EEO decisions.

Peggy Mastroianni, Associate Legal Counsel, Office of Legal Counsel, EEOC

**10:00 AM** Morning Break

**10:15 AM** **Sex-Based Wage Discrimination After Ledbetter v. Goodyear**

The Supreme Court's ruling may help you escape liability under Title VII but Equal Pay Act remains alive and well. What you need to know to avoid the pitfalls.

Debra Lawrence, Supervisory Trial Attorney, EEOC, Baltimore Field Office

**12:00 PM** Luncheon—Guest Speaker— **“Gender Identity and Title VII”**

Darrell R. Van Duesen, Esq., Kollman & Saucier, P.A.

**Afternoon Workshops will begin at 1:30PM and 2:45PM (Choose one workshop each time period.)**

**1:30 PM**

**A. Basic EEO Theories**

Marlin Schreffler, Administrative Judge, EEOC Baltimore Field Office

**B. Preventing and Eliminating Harassment: Management's Responsibility**

Learn how to prevent harassment and promptly and effectively Respond when it occurs.

Mary Tiernan, Acting Program Analyst, EEOC Philadelphia District Office

**C. Faith at Work**

Religious discrimination is a slowly awakening sleeping giant In today's workplace. Hear a practical examination of this emerging Issue.

Maria Louisa Morocco, Senior Trial Attorney, EEOC, Baltimore Field Office

**2:30 PM**

Afternoon Break

**2:45 PM**

**A. Caregiver Discrimination – When Does it Violate Title VII?**

Tracy Hudson Spicer, Supervisory Trial Attorney, EEOC, Charlotte District Office

**B. Systemic Discrimination**

Practical information to educate employers and encourage prevention by taking a careful look at the practices used to recruit, hire, promote, train and retain employees.

Ron Phillips, Senior Trial Attorney, EEOC Baltimore Field Office

**C. Retaliation—Don't Do It - Tips for Employers**

Maria Salacuse, Senior Trial Attorney, EEOC, Baltimore Field Office

**4:00 PM**

Completion of Evaluations and Adjournment

# EEOC Baltimore, Maryland Seminar

Please print and use a separate form for each attendee.

*3 ways to register*

• **ON-LINE**

[www.eeotraining.eeoc.gov](http://www.eeotraining.eeoc.gov)

• **MAIL to**

• **EEOC TRAINING INSTITUTE**

PO BOX 83933

GAITHERSBURG, MD

20883-3933

• **FAX to 301.545.0718**

## \* Schedule

- Registration—7:30am
- Start—8:30 am
- Lunch provided
- End—4:00 pm

Enroll me for both **Day 1 and 2**, July 21 and 22

Enroll me for **Day 1** - Monday only, July 21

Enroll me for **Day 2** - Tuesday only, July 22

First Name \_\_\_\_\_ MI \_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Business/Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail \_\_\_\_\_

Business Telephone ( ) \_\_\_\_\_ ( if TTY, please check)

Fax No. ( ) \_\_\_\_\_ Company/Agency Tax ID Number \_\_\_\_\_

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

No  Yes Please describe accommodation requested or special diet needed: \_\_\_\_\_

**AMOUNT OF PAYMENT:**  \$335 One Day  \$299 One Day Discount Price\*

\$670 Two Days  \$598 Two Day Discount Price\*

\*Discount price available for on-line registration up to the day before the seminar and for check /faxed credit card payment received 30 days before the seminar.

**Credit Card**  MasterCard  Visa  American Express  Discover  
Account # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Card Security Code \_\_\_\_\_ (3 or 4 non-embossed digits near the signature block)

Cardholder Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Cardholder Email address \_\_\_\_\_

**Check Payable to EEOC Training Institute**

**State/Local Gov't Purchase Order** - Address for invoice \_\_\_\_\_

**Fed Gov't Purchase Order**

8 digit Agency Location Code (ALC) (**Required**) \_\_\_\_\_

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 \_\_\_\_\_

# TOP FIVE REASONS FOR ATTENDING THE EEOC BALTIMORE, MD SEMINAR



*The Sheraton Baltimore City Center Hotel is located in downtown Baltimore, 101 West Fayette St., Baltimore, MD 21201 (410) 752-1100*

EEOC offers you the best value for your training budget. Our seminar offers a range of topics, whether you are new to the field or a seasoned HR professional.

- **Improve your company's bottom line**, saving money, time and resources with smart policies, happy employees and a productive workplace.
- **Learn best practices** as EEOC experts keep your approach to EEO up to speed with up-to-date information.
- **Meet the people who enforce the laws** and discover how EEOC and other government agencies analyze EEO issues.
- **Prepare for tough HR decisions** concerning hiring, ADA and harassment.
- **Receive your own EEO Library**, a 7-volume resource guide on one searchable CD!

## LET EEOC BE YOUR TRAINER

The Philadelphia District and the Baltimore Field Offices offer on-site training for your managers and employees on a range of EEO topics. We offer reasonable rates and sessions at times and days convenient for you.

**Whatever your needs, we can put together a customized training session!** We have trained many employers in your area, including those who call upon us year after year.

For more information, contact:

**Trish Tanner**

(410) 209-2721

mary.tanner@eeoc.gov

*HRCI Recertification credits available. Continuing Education Credits (CLE) sought upon request. Each day of the seminar meets the yearly refresher training requirement for federal EEO investigators.*



**EEOC**  
Training Institute  
*...Learn from the Experts*