

2011 Employment Law Seminar

September 18-20, 2011

SEMINAR SCHEDULE

Sunday, September 18

1:30 pm to 5:00 pm -

Establishing the Employment Relationship

- *Recruiting, Interviewing and Selecting Employees
- *Pre-employment Testing
- *Affirmative Action: How Far is Too Far?
- *Employment Contracts
- *Personnel Policy Development
- *Accommodation of Disabilities: Obligations and Limitations

Monday, September 19

8:30 am to Noon -

Employee Performance and Compensation

- *Performance Appraisals
- *Pay Equity and Pay Plans
- *Wage and Hour Issues
- *Family and Medical Leave Act Obligations
- *Workers Compensation Obligations

1:00 pm to 5:00 pm -

Controlling Employee Conduct: Workplace Rules and Limitations

- *Free Speech, Freedom of Religion and Related Issues
- *Harassment (sexual and otherwise) in the Workplace
- *Employee Disciplinary Procedures
- *Grievance and Appeals Procedures

Tuesday, September 20

8:30 am to Noon -

Termination of Employment

- *Legal Avenues Open to Employees: Federal Agencies and the Courts
- *Defending Yourself

Liability for Employment Violations: Who Must Pay?

Analyzing Risk

