2017 HR ACADEMY

# Heading 1

**8:30 am - 12:00 pm | HR Employment Law**-  EEO, Civil Rights Act and protected classes  
-  Americans with Disabilities Act (ADA) and ADAAA  
-  Family Medical Leave Act (FMLA)  
-  State, federal and other leaves  
-  Discrimination and harassment  
-  Enforcement agencies  
-  Current trends

**Presented by:**

Sean Ray, Attorney, Barran Liebman LLP

**12:00 pm - 1:00 pm | Lunch**

**1:00 pm - 4:30 pm | Recruitment, Selection and Placement**  
-  Recruiting and sourcing  
-  Workforce planning and recruiting strategy  
-  Interviewing and candidate assessment  
-  Onboarding  
-  Linking compensation and organizational strategy  
-  Current trends

**Presented by:**

Deborah Jeffries, Vice President, HR Answers

## Wednesday, April 12

**8:00 am - 4:30 pm | Registration Desk**

**8:30 am - 12:00 pm | Employee Investigations**  
A step-by-step presentation:  
- Who conducts an investigation  
- How is it conducted  
- When to conduct  
- Documentation  
...and more!

**Presented by:**

Kyle Abraham, Partner, Barran Liebman LLP

**12:00 pm - 1:00 pm | Lunch**

**1:00 pm - 4:30 pm | Performance Management**  
  
-  Effective performance appraisal systems  
-  Talent management  
-  Coaching and counseling  
-  Employee relations  
-  Current trends

**Presented by:**

Deborah Jeffries, Vice President, HR Answers

## Thursday, April 13

**8:30 am - 12:00 pm | Employee Benefits**-  Health and welfare benefits plans  
-  Retirement plans  
-  Paid time off  
-  Executive benefits and prerequisites  
-  Plan design considerations  
-  The generations and benefits  
-  Current trends

**Presented by:**

Kristine Bingman, Attorney, Miller Nash Graham & Dunn

**12:00 pm - 1:00 pm | Lunch**

**1:00 pm - 4:30 pm | Compensation Administration**

-  Development of a pay system  
-  Sources and use of market data  
-  Linking pay and performance  
-  Incentives design basics  
-  Executive compensation overview  
-  Current trends

**Presented by:**

Judy Clark, Owner & President, HR Answers

Day 1

8:30 – 1pm

|  |  |  |  |
| --- | --- | --- | --- |
|  | Total time | Non Educational | Educational |
| Day 1 8:30 – 12p | 3.5 hours | .25 | 3.25 |
| Day 1 12-1p | 1 | 1 | 0 |
| Day 1 1p – 4:30 | 3.5 hours | .25 | 3.25 |
| Day 2 8:30 – 12p | 3.5 hours | .25 | 3.25 |
| Day 2 12-1p | 1 | 1 | 0 |
| Day 2 1p – 4:30 | 3.5 hours | .25 | 3.25 |
| Day 3 8:30 – 12p | 3.5 hours | .25 | 3.25 |
| Day 3 12-1p | 1 | 1 | 0 |
| Day 3 1p- 4:30 | 3.5 hours | .25 | 3.25 |
| TOTAL | 24 | 4.50 | 19.50 |