



## Wednesday, June 6, 2012

<u>Time</u>	<u>Activity</u>
7:30 am – 4:00 pm	Registration Desk
1:00 pm - 6:00 pm	Vendor Exhibit
8:00 – 8:30 am	Continental Breakfast
8:30 – 9:30 am	<p><b><u>Pre-Conference Workshop A: Real Questions, Real Answers—Real-time Audience Polling Sheds Light on the Gray Areas of Handling an Audit</u></b> <i>by Beth Ronnenburg, Berkshire Associates Inc.</i></p> <ul style="list-style-type: none"> <li>In this interactive presentation, Berkshire’s President, Beth Ronnenburg, SPHR, will explore the gray areas of handling an audit, answering those burning questions most HR professionals can’t wait to ask. There are a number of areas where audit regulations vary in interpretation and implementation. With the use of handheld audience response units and real-time data captured from attendees, Beth will analyze audit-related questions and share insight on the results based on current requirements.</li> </ul>
9:30 - 9:45 am	Break
9:45 – 10:45 am	<p><b><u>Pre-Conference Workshop B: Department of Homeland Security(DHS)</u></b></p> <ul style="list-style-type: none"> <li>I-9s and E-Verify Compliance</li> <li>How the IMAGE program works – the “low down”</li> </ul>
10:45 – 11:00 am	Break
11:00 – 12:00 pm	<p><b><u>Pre-Conference Workshop C: Applicant Tracking Systems - The highs and the lows (1hr)</u></b> <i>by Leigh Nason, T. Scott Kelly, Ogletree Deakins</i></p> <ul style="list-style-type: none"> <li>Many federal contractors (and others) struggle with applicant flow, selection criteria and defensible recordkeeping. Recordkeeping issues in the selection process have resulted in huge settlements. Many contractors have implemented or are considering implementing an applicant tracking system (ATS). What are the “must haves” in such a system to survive government and class action scrutiny? What features and processes should employers be wary of? How should you structure the relationship with a vendor and how can you protect the company if that relationship ends badly? In this presentation, we will discuss what employers should look for in an ATS, how to avoid “change fees” after implementation, recordkeeping and security issues, and vendor contract considerations.</li> </ul>
12:00 - 1:00 pm	Lunch – On Your Own
1:00 – 1:15 pm	<p><b><u>Welcome Remarks</u></b></p> <ul style="list-style-type: none"> <li>Conference Chair - Tameka Wren, Wiggins Law Firm LLC</li> <li>Conference Co-Chair - Betty McKenzie-Moore, The Employment Front LLC</li> </ul>



<u>Time</u>	<u>Activity</u>
1:15 – 2:15 pm	<p><b>General Session - OFCCP Keynote Address / Opening Remarks – Evelyn Teague, OFCCP Southeast Regional Director</b></p> <ul style="list-style-type: none"> <li>• Southeast Region - Priorities / Focus / Initiatives / Trends / Best Practices</li> </ul>
2:15 – 2:45 pm	<b>Break</b>
2:45 – 4:00 pm	<p><b>General Session - Enforcement Panel (DOJ / DOL / EEOC)</b></p> <ul style="list-style-type: none"> <li>• Attorneys from the Department of Justice, Department of Labor, and the Equal Employment Opportunity Commission highlight pertinent employment law updates</li> <li>• Discuss trends in enforcement of non-discrimination in employment</li> <li>• Employment discrimination cases &amp; impacts</li> <li>• Best practices for employers going forward</li> </ul>
4:00 – 4:15 pm	<b>Break</b>
4:15 – 5:15 pm <b>Concurrent Sessions</b>	<p><b><u>Session 1: Social Networking: “How to hire, Get Fired or Sued in 140 Characters or Less” by Molly Cherry and Dedria Harper with Nexsen Pruet</u></b></p> <ul style="list-style-type: none"> <li>• Because of the popularity of internet sites such as Facebook, MySpace, Twitter, and LinkedIn, employee blogging, tweeting, and friending has become an everyday occurrence. Online social networking sites and blogs can be used for many purposes, including communication with friends and business colleagues, marketing, and recruiting. Unfortunately for employers, as this technology continues to progress, develop, and grow, so do related employment law issues. Join Molly Cherry and Dedria Harper as they discuss some of the benefits and legal pitfalls behind the use of social networking in the workplace, using real world examples and making some practical suggestions for employers.</li> </ul> <p><b><u>Session 2: Outreach to Veterans &amp; People with a Disability by Nancy Holland with Direct Employers Association</u></b></p> <ul style="list-style-type: none"> <li>• The government has made it clear that contractors need to do more than merely post open positions, and develop active, meaningful relationships to reach veterans and people with a disability. In this session, attendees will learn how to map a strategy to expand their local veteran and disability outreach. She’ll share valuable tips and resources along the way so attendees can leave with actionable takeaways.</li> </ul>
5:30 – 7:00 pm	<b>Vendor Reception</b>



**Thursday, June 7, 2012**

<u>Time</u>	<u>Activity</u>
7:30 am – 4:00 pm	Registration Desk
9:00 am – 5:00 pm	Vendor Exhibit
7:00 – 8:00 am	Breakfast
8:00 – 9:30 am	<p><b><u>General Session – OFCCP - Southeast District Directors’ Panel</u></b></p> <ul style="list-style-type: none"> <li>• Employment discrimination district trends</li> <li>• Best practices for preparing &amp; successfully closing a Compliance Evaluation</li> </ul>
9:30 – 10:00 am	<p><b><u>General Session - Employer Support of the Guard and Reserve: Employing and Supporting our Nation's Heroes by Darrell Johnson &amp; Stephanie Vojvoda</u></b></p> <ul style="list-style-type: none"> <li>• Did you know that the unemployment rate is considerably higher than the national average for Guard and Reservists who are between the ages of 18-25? The Employer Support of the Guard and Reserve is a Department of Defense funded organization whose mission is to build relationships between employers and their citizen soldiers. We will discuss how you and your company can help to secure employment for our nation’s heroes and their spouses, support and encourage employee participation in the Guard and Reserve and understand the USERRA laws.</li> </ul>
10:00 - 10:30 am	<b>Break</b>
10:30 – 11:30 am Concurrent Sessions	<p><b><u>Session 1: Veteran’s Employment and Training Service(DOL-VETS) – Assistant Director</u></b></p> <ul style="list-style-type: none"> <li>• Agency Priorities / Focus / Initiatives / Trends</li> <li>• Trends in enforcement &amp; compliance</li> <li>• USERRA enforcement &amp; compliance issues</li> <li>• Best practices for providing hiring opportunities &amp; retention of veterans</li> </ul> <p><b><u>Session 2: Avoid the Red Flag: Managing Applicant Flow &amp; Disposition Codes by Cara Crotty &amp; Sylvia Smith</u></b></p> <ul style="list-style-type: none"> <li>• Poor or inadequate recordkeeping is the main reason that contractors get cited for alleged discrimination during a compliance review. Lack of documentation often prevents contractors from sufficiently justifying their selection decisions. We will review using appropriate disposition codes, understanding and analyzing the components of your selection process, and dealing with unique applicant flow issues.</li> </ul>



<u>Time</u>	<u>Activity</u>
<p><b>10:30 – 11:30 am</b> <b>Concurrent Sessions</b></p>	<p><b><u>Session 3: Self- Assessment Strategies for the Recruitment of Veterans, and Disabled and Specialty Skilled Workers: Focus on the South East Region of the United States by Carrie Amidon &amp; Bo Shippen with the ERS Group</u></b></p> <ul style="list-style-type: none"> <li>• The new emphasis on outreach to veterans groups, disabled groups, and heightened scrutiny of the recruitment process increases the importance of self-assessment of recruiting by government contractors. We will discuss how companies can assess the availability of workers in the South East region of the United States using alternative measures, such as time-use surveys, educational attainment, and localized veteran and disabled information. We will also discuss the affect tailored recruitment may have on the applicant flow composition.</li> </ul>
<p><b>11:30 – noon</b></p>	<p style="text-align: center;"><b>Break</b></p>
<p style="text-align: center;"><b>Noon – 1:30 pm</b> <b>Lunch</b></p>	<p><b><u>OFCCP National Office – Division Directors</u></b></p> <ul style="list-style-type: none"> <li>• Agency Priorities / Focus / Initiatives / Trends</li> <li>• Enforcement Statistics</li> <li>• Regulatory Agenda – § 503 / Compensation / Scheduling / Veterans</li> <li>• Best Practices going forward</li> </ul>
<p><b>1:30 – 2:00 pm</b></p>	<p style="text-align: center;"><b>Break</b></p>
<p><b>2:00 – 3:00 pm</b> <b>Concurrent Sessions</b></p>	<p><b><u>Session 1: Wage and Hour Division of the Department of Labor(DOL-WHD) – Regional Director</u></b></p> <ul style="list-style-type: none"> <li>• Agency Priorities / Focus / Initiatives / Trends</li> <li>• Best Practices / Highlight changes to Family Medical Leave Act &amp; compliance issues / Fair Labor Standards Act &amp; compliance issues</li> </ul> <p><b><u>Session 2: Planning for and Surviving an Audit in this New Regulatory Landscape by Cheryl Behymer, Celia Joseph &amp; Richele Taylor with Fisher &amp; Phillips</u></b></p> <ul style="list-style-type: none"> <li>• This interactive seminar will provide federal contractors with the tools they need to plan now for a government audit, from the arrival of the new Scheduling Letter to the desk audit, through onsite visits and interface with Agency Compliance Officers. Attendees will learn how to avoid pitfalls by following simple procedures and careful planning, and they will be provided with checklists to take back to their respective organizations to succeed in the new regulatory landscape.</li> </ul> <p><b><u>Session 3: Audit-Ready Compensation Analysis by Daniel Kuang with Biddle Consulting Group, Inc.</u></b></p> <ul style="list-style-type: none"> <li>• This presentation will review the essential steps for conducting a compliant compensation analysis, from both proactive and “reactive” standpoints. The workshop will be very “hands on” and will provide very practical steps and checklists that participants can readily apply at their workplace. Will share a 6-step process which is the same process our firm employs when conducting compensation analysis for clients in both proactive and reactive situations.</li> </ul>



<u>Time</u>	<u>Activity</u>
3:00 – 3:30 pm	<b>Break</b>
3:30 – 4:30 pm <b>Concurrent Sessions</b>	<p><b><u>Session 1: Department of Justice – Office of Special Counsel for Immigration-Related Unfair Employment Practices</u></b></p> <ul style="list-style-type: none"> <li>• Agency jurisdictional overview</li> <li>• Immigration-related employment discrimination Trends / issues / Compliance</li> <li>• Employment eligibility verification discrimination (I-9 and E-Verify)</li> <li>• OSC Resources</li> </ul> <p><b><u>Session 2: Affirmative Action for Covered Veterans: Regulatory Changes &amp; What Contractors Need to Do Now</u> by Valerie Hoffman &amp; Christine Hendrickson with Seyfarth Shaw LLP</b></p> <ul style="list-style-type: none"> <li>• With the large number of recently separated veterans returning from active service overseas, combined with the already large veterans population in this country, it is no surprise that affirmative action for veterans is a major focus of the government in audits or that the agency has proposed significant revisions to the regulations implementing the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended. Proposed changes will impose numerous additional responsibilities on federal contractors and subcontractors with respect to recruiting protected veterans; monitoring and maintaining data related to recruiting, hiring, promoting, and advancing veterans in the work force; establishing hiring benchmarks; conducting specific outreach; and engaging in additional affirmative action efforts for veterans.</li> </ul> <p><b><u>Session 3: Recordkeeping</u> by BB&amp;T (David Thomas); The Employment Front (Betty McKenzie Moore), and Wiggins Law Firm LLC (Tameka Wren).</b></p> <ul style="list-style-type: none"> <li>• Recordkeeping has consistently been high on the list of problem areas. Failure to keep accurate records has been a huge issue in compliance audits. Please make plans to attend this session and hear from a federal contractor and NILG Board Member, an experienced consultant and NILG Board Member with over 20 years knowledge of government regulations, and an attorney who was a recruiter and HR generalist for nine years prior to attending law school.</li> </ul>
6:00 – 7:30 pm	<p><b><u>Dinner and Keynote Speaker</u></b></p> <ul style="list-style-type: none"> <li>• Keynote Speaker TBD</li> <li>• “Real Life Scenarios: Comical Sketches and Lessons Learned” by Fisher and Phillips, and Outsolve</li> </ul>



## Friday, June 8, 2012

<b>Time</b>	<b>Activity</b>
<b>7:30 – 8:30 am</b>	<b>Breakfast</b>
<b>8:30 – 9:30 am</b>	<p><b><u>General Session - Office of Disability Employment Policy – Assistant Secretary, Kathleen Martinez</u></b></p> <ul style="list-style-type: none"> <li>• Agency Priorities / Focus / Initiatives / Trends</li> <li>• Partnership initiative with community organizations and employers</li> <li>• Best practices for providing opportunities to persons with disabilities</li> </ul>
<b>9:30 – 10:00 am</b>	<b>Break</b>
<b>10:00 – 10:45 am</b>	<p><b><u>General Session - Equal Employment Opportunity Commission – District Director</u></b></p> <ul style="list-style-type: none"> <li>• Agency Priorities / Focus / Initiatives / Trends</li> <li>• Enforcement Statistics &amp; Compliance Issues</li> <li>• Regulatory Agenda</li> <li>• Best practices for providing equal employment opportunities</li> </ul>
<b>10:45 – 11:45 pm</b>	<p><b><u>General Session - Pay Discrimination – Enhanced Enforcement, Increased Litigation and What You should Do to Respond by Mickey Silberman with Jackson Lewis</u></b></p> <ul style="list-style-type: none"> <li>• President Obama put pay discrimination enforcement at the top of his civil rights enforcement agenda and we’re seeing results, big time. This past year produced more and larger monetary settlements and increasing pay equity audits, investigations and litigation. In this session, learn about pay discrimination trends and practical implications for employers. Also, we’ll describe the government’s plan to put in place annual pay data reporting forms (like EEO-1 reports) that will require employers to submit detailed, sensitive employee pay data. These new reporting forms will allow government agencies responsible for the EEO issues to conduct pay discrimination investigations of thousands of employers each year. Learn how best to respond.</li> </ul>
<b>11:45 – 12:15 pm</b>	<p><b>Closing Session</b></p> <p><u>Wrap-up</u></p> <ul style="list-style-type: none"> <li>• Conference Chair - Tameka Wren, Wiggins Law Firm LLC</li> <li>• Conference Co-Chair - Betty McKenzie-Moore, The Employment Front LLC</li> </ul> <p><u>Closing Remarks</u></p> <ul style="list-style-type: none"> <li>• Evelyn Teague, OFCCP Southeast Regional Director</li> </ul>