



THE MENU

3:10-3:25 Sweet Shoppe

3:25-4:25 À la Carte Sessions

Chaos in the Kitchen: Managing FMLA, ADA and Workers' Compensation Leave Issues

— Kristen Allman

The ADA, FMLA and workers' compensation laws present an interesting mix of ingredients and competing textures through which the employer must finely sift in order to blend them into a winning employee dish. As all good chefs know, it is all in the process. The how and when of using or denying leaves and accommodations depend upon what meal the employer is making. During this session, you will learn the tricks to effectively manage these leave laws.

Choosing Quality Ingredients: Tips on How to Make Good Hiring Decisions

— Charles Williams

As you know, one "bad apple" can spoil the bunch, and making quality selections, be it produce or employees, has never been more important. In today's employment market, employers can afford to be choosy about who they select to create a recipe for success. This session will provide you with the tools you need to make the best decisions during the hiring process, including a review of social media to screen applicants.

Whining & Dining: Avoiding Whistleblower & Retaliation Claims

— Caren Skversky

What should a 5-Star restaurant do when a waiter tells the food critic that there are rats in the kitchen? Whistleblower and retaliation claims pose a significant challenge to employers. Retaliation claims have become the most frequently filed type of claim, outnumbering claims based on race, sex and all other protected classes. Learn how to navigate the increased scrutiny placed on employer actions and find practical ways to help avoid or defend against whistleblower and retaliation claims, while keeping your 5-Star rating.

4:30 - 5:30 Appetizers and Apéritifs



GENERAL INFO

To be a great chef, you have to be able to control the chaos of a busy kitchen, determine the best recipes to use and select quality ingredients. To be a great employer, you need many of these same skills. As a human resource professional, attorney or business owner, you will be called upon to determine the needs of the company and customers, understand the legal restrictions and requirements, select the best employees and maintain order. In today's fast-changing business environment, these skills and abilities have never been more critical, and staying abreast of the latest trends, legal decisions and legislative initiatives is imperative to success. This program, served à la carte, offers 14 informative sessions designed to provide you with the ingredients and skills you need to create a healthy workplace.

The Constangy, Brooks & Smith, LLP Labor & Employment Law Workshop is an interactive program designed for human resource professionals, corporate counsel, supervisors and managers, and business owners. The program includes a comprehensive seminar manual and DVD that will be a useful resource, as well as a continental breakfast, lunch and cocktail reception at the end of the day. The seminar is a cost-effective opportunity to get answers to questions and specific practical advice from our employment lawyers. Participants in previous years' programs have told us that this is the most valuable seminar they attend all year.

To Register

Complete the attached registration form and mail it with payment to Constangy, Brooks & Smith, LLP at P.O. Box 1840, Tampa, FL 33601. You may fax in your registration form and mail in payment. Forms may be faxed to (813) 223-2515 or e-mailed to dkey@constangy.com. You may also register and pay online at www.constangy.com.

Registration Fee

The cost is \$195 per person for the first registrant from a company and \$175 for each additional person from that company. The fee includes all reference materials, continental breakfast, lunch, cocktail reception and valet parking.

Accommodations

Call 800-266-9432 or visit <https://resweb.passkey.com/go/c226328a> for reservations. Discounted rate of \$189 is available until January 21, 2012.

The hiring of a lawyer is an important decision that should not be based solely upon advertisements. Before you decide, ask us to send you free written information about our qualifications and experience.



GENERAL INFO

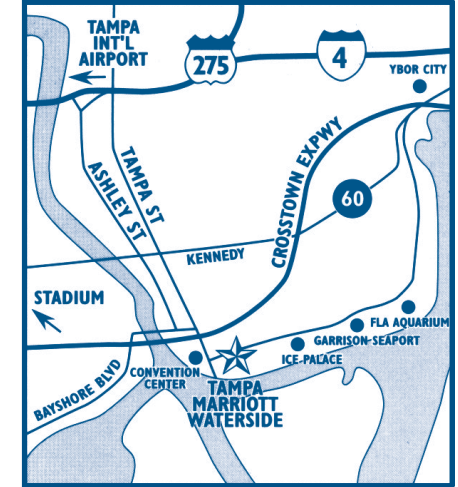
Continuing Education Credit

It is the tradition of Constangy, Brooks & Smith, LLP to provide programs that meet the CLE requirements of the State Bar as well as certification credits through the Society for Human Resource Management. This program has been approved for six general credits from HRCI.

For more information, call Doris Key at 813.223.7166.

To learn more about dates and locations of workshops in other cities, visit www.constangy.com, or call your Constangy attorney.

**Marriott Waterside
Downtown Tampa**
700 S. Florida Avenue, Tampa, Florida
(813) 221-4900



Wednesday, February 22, 2012

From I-275 South, exit 45A
From I-275 North, exit 44.
Follow signs to Tampa Street.
Hotel will be 12 blocks ahead, across from the Tampa Convention Center.

From Polk County, take I-4 to downtown Tampa West exit.



COOKING IT UP WITH

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Recipes for a Healthy Workplace

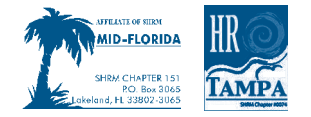
Annual Labor & Employment Law Workshop

TAMPA

Wednesday, February 22, 2012
Marriott Waterside



This year's workshop is proudly sponsored by:





REGISTRATION

You may now also register and pay online at www.constangy.com

(Please Print)

_____ In Tampa on February 22, 2012 (Deadline February 15)

Mr./Ms./Mrs. _____

Name _____

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Special Need _____

One-day employment law workshop
(first attendee from company): \$195 _____

One-day employment law workshop
(each additional attendee from company): \$175 _____

Total Fees Remitted: _____

Credit Card Payment: MC VISA Am. Exp.

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Make checks payable to: CONSTANGY, BROOKS & SMITH, LLP. Mail form with payment to Constangy, Brooks & Smith at P.O. Box 1840, Tampa, FL 33601 (or fax 813-223-2515).

Written cancellations that arrive at least one week prior to the event will be refunded.



THE MENU

8:00-8:30 Registration and Continental Breakfast

8:30-8:40 Introduction

8:40-9:40 General Session

Fresh Out of the Oven: Recent Developments

—● Mike Malfitano

When you mix together new statutes, new regulations, court decisions and aggressive plaintiffs' lawyers, you might create something not always palatable for employers. This year, employers will have to work hard to deal with the concoctions being thrown at them by Congress, federal regulatory agencies and courts. This session will review the most important new labor and employment law developments, and provide practical advice for employers on how to digest them.

9:45-10:45 À la Carte Sessions

Recipes for Disaster: Documentation Dos and Don'ts

—● Gretchen Lehman

Memorializing your prized dish in a written recipe can be a great way to ensure consistently delicious results every time. But don't forget that the recipe you write today may well be your dinner a year down the road – and that the new cook's interpretation may be wildly different from yours. This session will cover the dos and don'ts of documentation, enabling you to maximize the potential benefits of effective and well-drafted documentation while minimizing the business and legal risks inherent in "writing it down."

Turning up the Heat: Dealing with the EEOC

—● Angelique Groza Lyons

Although it claims to be a "neutral" agency, dealing with the EEOC can too often leave an employer feeling burned. With increased enforcement efforts and new enforcement guidelines, the EEOC is striking fear in employers. This interactive session will answer your questions about how to handle EEOC charges and investigations, explore the most common employer mistakes in dealing with the EEOC and provide tips on how to win when facing off against the Agency.



THE MENU

International Cuisine: Immigration Issues

—● Penni Bradshaw

I-9 compliance, ICE audits, and mandatory use of E Verify in a growing number of states have become a source of concern for HR professionals. This "best practices" interactive session will give you an overview of the "how" and "why" of I-9 compliance, provide guidance on dealing with possible identity theft and bogus documents, provide practical tips for I-9 internal audits, and help you prepare your company to face an ICE audit.

10:45 - 11:00 Café Constangy

11:00 - 12:00 À la Carte Sessions

Pack up your Knives and Go: Handling Difficult Supervisors & Employees

—● John Campbell

Many employers know that their biggest problem is often related to either the company's worst supervisor or an employee that supervisor failed to control. During this session, we will examine the best ways to handle these problem employees, including the rogue supervisor, who keep your kitchen in chaos.

Out of the Frying Pan and into the Fire: The New NLRB

—● David Steffen

While the National Labor Relations Act has always had a direct influence on an employer's ability to operate, the Board has recently turned up the heat. This informative program will cover how to address the new election procedure and persuader activity regulations, recent board decisions regarding bargaining units and the Board's approach to new technologies such as social media. We will also discuss how some of the simple things employers are doing today (such as implementing generally applicable policies) could be problems tomorrow.

The Family Cookbook: Handbooks, Policies & Procedures

—● Dee Anna Drennan Hays

A family cookbook is made great by its time-tested, foolproof recipes. The best recipes clearly explain the necessary ingredients and preparation, then conclude with how to properly serve the finished dish. Similarly, employee handbooks are a collection of key employment policies that guide employers in handling various workplace issues. Just as family recipes are fine-tuned by new chefs, employers must regularly review and update their policies. In this session, we will focus on drafting and implementing effective policies and how to properly present policies to employees and supervisors, as well as sample common employment policies, including document retention, timekeeping, and equal employment opportunity.



THE MENU

12:00 - 1:00 Chow Time

1:00 - 2:00 Skit

The Big Cook-Off: A Mock Trial

—● The Constangy Chefs

An employment lawsuit is like a cook-off, with two sides facing off against each other for the prize. Understanding the rules, judges and opponents is critical to success. This program will give you a first hand look at an employment lawsuit, and how the decisions you make today can impact the ultimate outcome.

2:10 - 3:10 À la Carte Sessions

The Proper Food Groups: Classifying Employees under the FLSA

—● Cherie Silberman

Collective action lawsuits for unpaid overtime continue to create a sour soup for unsuspecting employers, and the misclassification of employees is the main ingredient. This session will offer guidance in applying the major exemptions under the FLSA and highlight common classification pitfalls, so that employers can reduce their exposure to expensive wage and hour lawsuits.

The Dessert Tray: A Benefits & HR Sampler

—● David Pearson

No meal is complete without a good dessert. In picking and preparing the perfect dessert, you need to be careful not to miss a crucial step that will leave a bad taste. During this session, we will provide insight on a number of different benefits & HR issues that have baffled chefs, including tasty tidbits such as employment agreements, severance packages and plan documentation, among others. By ensuring that you follow the proper steps, your benefits & HR pastries will never be burned.

Avoiding Kitchen Hazards: Limiting Workers' Comp Liability

—● Keith M. Hanenian

Accidents and injuries are bound to happen in the kitchen and your workplace. Having a recipe in place to handle these situations before they occur is critical. This session will offer practical guidance on how to lower the number and cost of workers' compensation claims, tips on how to get employees back into the kitchen and suggestions on managing light duty restrictions.