



AGENDA

WEDNESDAY, SEPTEMBER 4, 2024

HR 101 (Boot Camp)	10:00 – 03:00	All
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- Navigating the Transition from Peer to Leader
- Employee Engagement
- Performance Management
- Employee Relations: Employee Conduct and Termination
- Legal Compliance: Introduction to ADA (Americans with Disabilities Act)
- Mental Health: Managing Burnout
- How to Handle Angry Employees: 6 Tips

Hotel Check-In	04:00	All
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Welcome Dinner & Reception – Opening Session	05:30 – 07:30	All
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- Forum Expectations / Icebreaker Exercise

THURSDAY, SEPTEMBER 5, 2024

The Legal Corner	08:00 - 10:00	Sarah Glaser Jessi Maynard
Principals Lloyd Gosselink Rochelle & Townsend, P.C.		

ADA Updates and Reminders

- ADA Case Law Update
- Obligations under Title III

EEOC Update

- Case Law Update
- EEOC 2024 Priorities
- Harassment and Discrimination

DOL / Wage and Hour Update

- Case Law Update
- DOL Priorities
- FMLA Updates

State Law Legislative Update / Personnel Policy Updates

- Legislative Session Update
- Top Personnel Policy Updates for 2024

Legal Guidance: Non-Binary, Transgender, and Transitioning Employees and Probationers

- Designated Bathrooms
- Dress Code Policies
- UA Policies
- Discriminatory Practices



AGENDA

THURSDAY, SEPTEMBER 5, 2024 (continued)

BREAK 10:00 – 10:15 All

The Legal Corner (continued) Principals Lloyd Gosselink Rochelle & Townsend, P.C.	10:15 – 12:15	Sarah Glaser Jessi Maynard
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LUNCH - On Your Own 12:15 – 01:30 All

Social Security Administration (SSA) Overview Public Affairs Specialist Dallas Public Affairs	01:30 – 03:30	Jim Gibson
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- Overview of SSA Programs, Benefits, and Services
 - Medicare Coordination of Benefits: Who Pays First; Understanding Medicare Parts A, B, C, and D; etc.
 - Enrollment Period
- New Rulings: Special Enrollment Period after Incarceration
- How to Make An Appointment

BREAK 03:30 – 03:45 All

TCDRS Designation Retirement (New Hire > Vesting > Retirement)	03:45 – 05:00	Cynthia Gonzales
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FRIDAY, SEPTEMBER 6, 2024

Strategic Planning: SWOT It Out President / Consultant Make the Change, LLC	08:00 – 10:00	Antisha Walley
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BREAK 10:00 – 10:15 All

State Office of Risk Management (SORM) Deputy Executive Director Workers' Comp Overview	10:15 – 11:45	Todd Holt
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Wrap-Up Input for 2025 Forum ∞ Completion of Training Evaluation Forms	11:45	All
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Food for Thought

“Knowledge will give you power, but character will give you respect.”



AGENDA – HR BOOT CAMP (*TENTATIVE*)

WEDNESDAY, SEPTEMBER 4, 2024

HR 101 (Boot Camp)	10:00 – 03:00	All
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****Important** Dress Code: Comfortable, Loose-Fitting Clothing (sweats, sneakers, etc.)**

Welcome To Boot Camp!! (Video)	10:00 – 10:15	
HR 101	10:15 – 10:45	Ricquita Townsend
<ul style="list-style-type: none"> • Navigating the Transition from Peer to Leader 		
Employee Engagement	10:45 – 11:15	Patrice Smith
<ul style="list-style-type: none"> • 12 Elements for Great Managing • How to Handle Angry Employees: 6 Tips 		
Performance Management	11:15 – 11:30	Jessica Tipton Jennifer Bagley
<ul style="list-style-type: none"> • 9 Things <u>Not</u> To Include in Your Documentation 		
LUNCH	11:30 – 12:45	
Let’s Get Ready for Part Two!! (Video)	12:45 – 12:50	
Employee Relations: Employee Conduct and Terminations	12:50 – 01:30	Tonya Williams
<ul style="list-style-type: none"> • Sexual Harassment Overview: Supervisors and Managers • Tips for Legally Safe Terminations • <u>Handout</u>: Retaliation Checklist 		
Legal Compliance: Introduction to ADA	01:30 – 02:00	
<ul style="list-style-type: none"> • <u>Role Play</u>: How To Conduct an ADA Interactive Discussion • <u>Handout</u>: JAN – Employee Workplace Accommodation Request Form • <u>Handout</u>: JAN – Physician Medical Inquiry Form • <u>Handout</u>: Fitness for Duty Medical Certification (Sample) 		
Mental Health: Managing Burnout	02:00 – 03:00	Indira Polanco
<ul style="list-style-type: none"> • Fostering Mental Health and Wellbeing at Work 		

Hotel Check-In	04:00	
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Welcome Dinner / Reception	05:30 – 07:30	All
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- Forum Expectations
- Icebreaker Exercise