



11/16/2016

8:00 am - 5:00 pm

HUMAN RESOURCE MANAGEMENT CONFERENCE

No location

Human Resource Management Conference

PRE-CONFERENCE OPTION: Internal Investigations and Wage and Hour Boot Camp

Sheffield

Kim Vance, Attorney, Baker Donelson Law Firm

You asked for it and you've got it! So many HR professionals have told us that they wrestle with two very difficult issues: how to properly conduct internal investigations and how to comply with federal and state wage and hour laws. We heard you and have put together a program focusing solely on these two topics.

Join our presenter, M. Kim Vance from Baker Donelson, on Wednesday November 16th for a pre-TVPPA HR Conference Boot Camp where you will learn about:

- Legally required timekeeping for non-exempt employees
- Compliance with federal and state break laws
- Testing for exempt status
- Applying the new rules for exempt status effective 12/1/16
- When internal investigations are legally required
- What are the legally required steps for an internal investigation

- How to conduct efficient investigations
- Judging credibility, reaching a conclusion, and implementing corrective action after an investigation

5:30 pm - 6:30 pm

11/17/2016

7:30 am

7:30 am - 8:25 am

8:25 am

8:25 am - 9:00 am

9:00 am - 10:00 am

10:00 am - 10:30 am

10:30 am - 11:45 am

Welcome Reception

Conference Center Entry Hall

Registration Open

Registration Desk

Breakfast with the Sponsors

Conference Center Entry Hall

FIRST GENERAL SESSION

Shoals Ballroom

Angela Jordan, presiding

Planning Committee Chair

Middle Tennessee EMC

Murfreesboro, TN

Keynote Presentation: Welcome to Muscle Shoals!

Shoals Ballroom

Judy Hood, Judy Hood Consulting

We'll kick off the conference with an introduction by 'Swampette' Judy Hood that will give us a little taste of what the Shoals area has to offer. She's a fantastic story teller and you'll leave having a greater appreciation for this hidden gem.

Speaking Body Language

Singing River

Dr. Donna Van Natten, Body Language Doctor, Accountability Measures

Let's dive into "head, shoulders, knees, and toes" discussions to better understand and communicate our feelings. Develop an awareness of the signs and signals to better understand people and polish your communication efforts. Subtle, and not so subtle, expressions and movements support your message, increase your confidence, and strengthen you! How exciting ... So, start jumping up and down and interact with others!

Meet the Sponsors Break

Conference Center Entry Hall

Diversity and Inclusion

Singing River

Kim Vance, Attorney, Baker Donelson Law Firm

• Identify effects of diversity in the workplace • Understand employment laws associated with diversity • Dealing with employee relations issues/implications when coworkers don't agree with lifestyle choices • Strengthen communication skills to improve understanding

11:45 am - 1:30 pm

1:30 pm

1:30 pm - 3:00 pm

3:00 pm - 3:30 pm

3:30 pm - 5:00 pm

5:00 pm - 6:30 pm

11/18/2016

7:00 am - 8:00 am

8:00 am

8:00 am - 9:00 am

9:00 am - 9:30 am

across cultures

Lunch with Friends and Colleagues (on your own)

No location

SECOND GENERAL SESSION

Singing River

HR Hot Topics - Round One

Singing River

Kim Vance, Attorney, Baker Donelson Law Firm

Ben Bodzy, Attorney, Baker Donelson Law Firm

• Understanding overtime exemption changes • Learn about weapons laws and liabilities for the workplace • Hear recent EEOC developments and how they affect you • Legal issues associated with bullying and initiations in the workplace

Meet the Sponsors Break

Conference Center Entry Hall

HR Hot Topics - Round Two

Singing River

Kim Vance, Attorney, Baker Donelson Law Firm

• Understanding overtime exemption changes • Learn about weapons laws and liabilities for the workplace • Hear recent EEOC developments and how they affect you • Legal issues associated with bullying and initiations in the workplace

Reception

Conference Center Entry Hall

Come enjoy a snack, mingle with friends and make dinner plans!

Breakfast with the Sponsors

Conference Center Entry Hall

THIRD GENERAL SESSION

Singing River

Valley Security Initiatives: Keeping Employees Safe

Singing River

Charles Southerland, Director of Management Services, Morristown Utilities Commission

Matt Fagiana CSC, PSS, Director of Homeland Security, Lenoir City Utilities Board

Robert Kieffer, Marketing/Sales and Project Manager, Hopkinsville Electric System

Hear about security measures being taken around the Valley and what our risks are and then hear case studies of two utilities and the steps they took to secure their facilities and protect their employees. • Realizing that “hope” is not a plan and taking those first steps • Identifying risks • Specific actions to consider for a security upgrade • Options for mitigating risk when it can’t be eliminated

Affirmative Action Plans

Singing River

	<p>Terry Williamson, Director of Business Development, HudsonMann</p> <p>Neil Dickinson, HudsonMann</p> <ul style="list-style-type: none"> • Learn the elements that should be in place for compliance • Completing job group, availability and utilization analyses • Identifying problem areas and setting placement goals • Completing EEO reports <p><i>Best Places to Work, Best Practices Forum</i></p> <p>Singing River</p> <ul style="list-style-type: none"> • Initiatives to improve the workplace shared by all attendees • Employee satisfaction survey formats and processes • Improving communication <p><i>Meet the Sponsors Break</i></p> <p>Conference Center Entry Hall</p>
9:30 am - 10:15 am	
10:15 am - 10:45 am	
10:45 am - 11:15 am	<p><i>Potential Liability Insurance Gaps</i></p> <p>Singing River</p> <p>Larry Cash, Attorney, Miller & Martin PLLC</p> <ul style="list-style-type: none"> • To educate attendees on insurance coverages available to employers; • To ensure employers understand that insurance coverages may vary depending on size and structure of employer; • To better inform employers on what coverages apply to what type risks and claims; • To educate employers as to the need to undertake a full assessment of risk management that includes more than just insurance coverages; • To educate employers as to protections available to public employers, as distinguished from private employers. <p><i>Closing Keynote: What's Your Competitive Edge?</i></p> <p>Shoals Ballroom</p> <p>Judi Holler</p> <p>Judi an expert on personal branding who helps professionals learn how to expand their network, embrace fear and get a competitive edge. She is a professionally trained improviser and proud alumni of Second City in Chicago. Judi also works as an event emcee and hosts "The Brandprov Show" (a personal branding video blog for event professionals) on her YouTube Channel. She is a proud member of the National Speakers Association.</p> <p>Learning Objectives</p> <ol style="list-style-type: none"> 1. How to take responsibility for your actions and make smart decisions 2. How to be honest and ethical in your approach to building relationships and a network 3. Ways to demonstrate leadership and work with a variety of diverse colleagues 4. Productivity tips to help you manage your time and stress effectively 5. Tools to help you make decisions that will help you solve problems 6. How to promote yourself and project a professional image internally and externally
11:15 am - 12:00 pm	
12:00 pm	<p>Adjourn</p> <p>Shoals Ballroom</p> <p>Please be sure to mark your calendars for next year's Human Resource Management Conference! Date and location will be available soon.</p>