

# FOULSTON

ATTORNEYS AT LAW

## 2019 HR Training Series Registration

### TOPEKA SESSIONS:

*Foulston Siefkin LLP, 534 S. Kansas Avenue, Suite 1400, Topeka, KS 66603-3436*

- What's the DOL Up to Now? A Discussion of the DOL's Proposed FLSA Regulatory Amendments**  
June 18, 2019 (Video conference) 1-hour lunch session, 11:45 a.m. - 1:15 p.m.
- Pay-Data Collection and Government Contractor Update**  
July 25, 2019 (Video conference) 1-hour lunch session, 11:45 a.m. - 1:15 p.m.
- Employment Policies and Practices**  
Aug. 20, 2019 (Video conference) 1-hour breakfast session, 8:00 a.m. - 9:30 a.m.
- Leave of Absence**  
Sept. 4, 2019 (Video conference) 3-hour afternoon session, 1:00 p.m. - 4:30 p.m.
- HR's Guide to the (Hiring) Galaxy - Tips and Tricks to Avoid Common Hiring Pitfalls**  
Oct. 1, 2019 (Video conference) 1-hour afternoon session, 3:00 p.m. - 4:30 p.m.
- EEOC Issues**  
Oct. 29, 2019 (Video conference) 3-hour afternoon session, 1:00 p.m. - 4:30 p.m.
- Benefits Update**  
Nov. 14, 2019 (Video conference) 1-hour lunch session, 11:45 a.m. - 1:15 p.m.
- FLSA Issues**  
Nov. 21, 2019 (Live) 3-hour afternoon session, 1:00 p.m. - 4:30 p.m.
- End-of-Year Update**  
Dec. 12, 2019 (Video conference) 1-hour lunch session, 11:45 a.m. - 1:15 p.m.
- Litigation Issues for HR**  
Jan. 15, 2020 (Video conference) 2-hour afternoon session, 2:30 p.m. - 4:30 p.m.
- The NLRA for Non-Union Employers**  
Jan. 21, 2020 (Video conference) 1-hour lunch session, 11:45 a.m. - 1:15 p.m.
- The ABCs of Non-Compete Agreements and Other Restrictive Covenants**  
Feb. 13, 2020 (Video conference) 1-hour lunch session, 11:45 a.m. - 1:15 p.m.

Please complete one registration form per attendee and return completed form to:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**BY MAIL:** Foulston Siefkin LLP  
1551 N. Waterfront Parkway, Suite 100  
Wichita, KS 67206-4466

**BY FAX:** Attention: Liz Golay • 866.346.2027

**BY EMAIL:** [lgolay@foulston.com](mailto:lgolay@foulston.com)

#### REGISTRATION FEES PER SESSION:

\$50 per 1-hour afternoon session

\$60 per 1-hour breakfast/lunch session (meal included)

\$100 per 2-hour session

\$170 per 3-hour session

#### PAYMENT OPTIONS

Check enclosed (*Payable to Foulston Siefkin LLP*)

Charge my:

Visa  Mastercard  American Express  Discover

Card Number: \_\_\_\_\_

Exp: \_\_\_\_\_

CVC: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

**CERTIFICATION:** Each HR Training Session in the series will be submitted to the Human Resource Certification Institute (HRCI) and the Society of Human Resource Management (SHRM) for review. For more information about certification or recertification, please visit the HRCI homepage at [www.hrci.org](http://www.hrci.org) and the SHRM Certification online portal at [www.shrmcertification.org](http://www.shrmcertification.org).

**CANCELLATION/REFUND POLICY:** A full refund, minus a \$25 administrative fee, will be issued for cancellations up to five business days before event. No-shows and cancellations received fewer than five business days prior to the seminar are not eligible for a refund. Substitutions may be made at any time, including the day of the seminar.

For more information, call 316.291.9723 or visit [www.foulston.com/hrtraining](http://www.foulston.com/hrtraining).

## 2019 HR Training Series

### BENEFITS UPDATE

What's new in the employee benefits area? This session will bring everyone up-to-speed on changes to employee benefit plans and ensure you are up-to-date with all the necessary compliance items.

- *Kansas City*: Live • 11:45 a.m. - 1:15 p.m. • November 12, 2019 • 1-hour lunch session
- *Topeka*: Video conference • 11:45 a.m. - 1:15 p.m. • November 14, 2019 • 1-hour lunch session
- *Wichita*: Live • 11:45 a.m. - 1:15 p.m. • November 14, 2019 • 1-hour lunch session

### EEOC ISSUES

This session will provide a discussion of various issues such as the impact of the #MeToo movement, the state of the law with respect to LGBTQ, religious freedom issues, and various other items of interest with the EEOC.

- *Kansas City*: Live • 1:00 p.m. - 4:30 p.m. • October 29, 2019 • 3-hour afternoon session
- *Topeka*: Video conference • 1:00 p.m. - 4:30 p.m. • October 29, 2019 • 3-hour afternoon session

### EMPLOYMENT LAW MYTHBUSTERS

Fact of fiction? Law or legend? Truth or tall tale? As Mark Twain famously said, "It's not what you don't know that kills you, it's what you know for sure that ain't true." This lively session will explore some of the most-enduring urban legends of employment law to confirm or "bust" the myth.

- *Kansas City*: Live • 11:45 a.m. - 1:15 p.m. • August 27, 2019 • 1-hour lunch session

### EMPLOYMENT POLICIES AND PRACTICES

Have you reviewed your policy manual lately? This session will explore some essential personnel policies and practices every employer should implement in their workplace.

- *Kansas City*: Live • 8:00 a.m. - 9:30 a.m. • August 20, 2019 • 1-hour breakfast session
- *Topeka*: Video conference • 8:00 a.m. - 9:30 a.m. • August 20, 2019 • 1-hour breakfast session
- *Wichita*: Live • 11:45 a.m. - 1:15 p.m. • August 22, 2019 • 1-hour lunch session

### END-OF-YEAR UPDATE

Are you all set for the holiday season? Did you finish off your employment law to-do list for 2019? This session will serve as a wrap-up for all those 2019 to do list items and discuss the upcoming trends for 2020.

- *Kansas City*: Live • 11:45 a.m. - 1:15 p.m. • December 10, 2019 • 1-hour lunch session
- *Topeka*: Video conference • 11:45 a.m. - 1:15 p.m. • December 12, 2019 • 1-hour lunch session
- *Wichita*: Live • 11:45 a.m. - 1:15 p.m. • December 12, 2019 • 1-hour lunch session

### FLSA ISSUES

This workshop will delve into a wide variety of FLSA issues. We'll discuss the requirements for exempt status under the white-collar exemptions, including some scenarios to highlight potential pitfalls when conducting position classification reviews, and cover the standards for calculating compensable hours and calculating overtime for non-exempt employees. We'll also address some practical issues that arise in all of these contexts.

- *Kansas City*: Live • 1:00 p.m. - 4:30 p.m. • November 20, 2019 • 3-hour afternoon session
- *Topeka*: Live • 1:00 p.m. - 4:30 p.m. • November 21, 2019 • 3-hour afternoon session
- *Wichita*: Live • 1:00 p.m. - 4:30 p.m. • December 17, 2019 • 3-hour afternoon session

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## 2019 HR Training Series

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### HR'S GUIDE TO THE (HIRING) GALAXY - TIPS AND TRICKS TO AVOID HIRING PITFALLS

This presentation will cover the common hiring-related mistakes that employers make and the potential legal consequences of making them. It will also provide best practices for employers to implement to help ensure a legal and effective hiring process.

- *Kansas City*: Live • 3:00 p.m. - 4:30 p.m. • October 1, 2019 • 1-hour afternoon session
- *Topeka*: Video conference • 3:00 p.m. - 4:30 p.m. • October 1, 2019 • 1-hour afternoon session

### LEAVE OF ABSENCE

This session will address the FMLA, ADA, Workers' Compensation, and the interaction of the three with respect to employee leaves of absence and return to work concerns. We will also spend time discussing intermittent leave issues and how to best manage these situations within the confines of the FMLA. These issues will be explored through the use of scenario discussions.

- *Kansas City*: Video conference • 1:00 p.m. - 4:30 p.m. • September 4, 2019 • 3-hour afternoon session
- *Topeka*: Video conference • 1:00 p.m. - 4:30 p.m. • September 4, 2019 • 3-hour afternoon session
- *Wichita*: Live • 1:00 p.m. - 4:30 p.m. • September 4, 2019 • 3-hour afternoon session

### LITIGATION ISSUES FOR HR

What happens when your company ends up in a dispute with a former employee? These disputes take on many faces at the agency level, but end up in the same place if they are not resolved – the courthouse. This session will discuss a variety of litigation oriented topics including insurance related concerns, the discovery process, and other various litigation topics for HR. We will also explore a number of items that your company may want to consider from a preventative standpoint to minimize risks that arise in litigation.

- *Kansas City*: Live • 2:30 p.m. - 4:30 p.m. • January 14, 2020 • 2-hour afternoon session
- *Topeka*: Video conference • 2:30 p.m. - 4:30 p.m. • January 15, 2020 • 2-hour afternoon session
- *Wichita*: Live • 2:30 p.m. - 4:30 p.m. • January 15, 2020 • 2-hour afternoon session

### PAY-DATA COLLECTION AND GOVERNMENT CONTRACTOR UPDATE

We will review the latest guidance from the EEOC for complying with the EEO-1 pay-data reporting requirements, which apply to all employers with 100 employees and all government contractors with 50 employees and \$50,000 in government contracts. We will also survey recent OFCCP developments for government contractors.

- *Kansas City*: Live • 11:45 a.m. - 1:15 p.m. • July 26, 2019 • 1-hour lunch session
- *Topeka*: Video conference • 11:45 a.m. - 1:15 p.m. • July 25, 2019 • 1-hour lunch session
- *Wichita*: Live • 11:45 a.m. - 1:15 p.m. • July 25, 2019 • 1-hour lunch session

### THE ABC'S OF NON-COMPETE AGREEMENTS AND OTHER RESTRICTIVE COVENANTS

Do your employees have access to key pieces of your businesses sensitive information or control key customer relationships? Are you protected should something go wrong in that relationship? This session will discuss a variety of issues that arise in the context of drafting and enforcing non-compete agreements and other types of restrictive covenants to protect your business.

- *Kansas City*: Live • 11:45 a.m. - 1:15 p.m. • February 13, 2020 • 1-hour lunch session
- *Topeka*: Video conference • 11:45 a.m. - 1:15 p.m. • February 13, 2020 • 1-hour lunch session
- *Wichita*: Live • 11:45 a.m. - 1:15 p.m. • February 4, 2020 • 1-hour lunch session

## 2019 HR Training Series

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### THE NLRA FOR NON-UNION EMPLOYERS

The Trump Board has been very active over the last two years and will likely continue to be active in the coming year. This session will explore some of the changes in the landscape since 2017. We will also spend some time discussing what happens should a union seek to represent your employees.

- *Kansas City*: Live • 11:45 a.m. - 1:15 p.m. • January 21, 2020 • 1-hour lunch session
- *Topeka*: Video conference • 11:45 a.m. - 1:15 p.m. • January 21, 2020 • 1-hour lunch session
- *Wichita*: Live • 11:45 a.m. - 1:15 p.m. • October 24, 2019 • 1-hour lunch session

### WHAT'S THE DOL UP TO NOW? A DISCUSSION OF THE DOL'S PROPOSED FLSA REGULATORY AMENDMENTS

In March, the U.S. Department of Labor unveiled the Trump administration's follow-up to the FLSA regulatory amendments on the exempt salary requirements that the Obama-era DOL proposed back in 2016. DOL also proposed changes to the regulations interpreting the regular rate and overtime calculations. This session will discuss the scope and impact of these proposed changes, as well as some recent DOL opinion letters, and provide some practical advice on how to keep your company in compliance with the FLSA on these issues.

- *Kansas City*: Live • 11:45 a.m. - 1:15 p.m. • June 18, 2019 • 1-hour lunch session
- *Topeka*: Video conference • 11:45 a.m. - 1:15 p.m. • June 18, 2019 • 1-hour lunch session