

15th Annual Managing Your Human Resources Seminar
November 11 & 12, 2020
Protecting Your Greatest Asset – Your PEOPLE
Presented by the GHC CCPE

Wednesday, November 11th

8:30 – 9:00 Registration

9:00 – 9:05 Welcoming Remarks

9:05 - 10:05 Leading in a Remote Environment – Kim Denton, Shaw Learning Academy Partner

- Discuss the benefits and challenges of offsite working relationships for employees, managers, and organizations
- Explain the importance of successfully managing offsite employees
- Identify the factors and tools that must be in place for an offsite employee to be effective
- Describe the role that trust and communication play in the success of an offsite relationship
- Employ strategies that help offsite employees stay on track and that deal with common problems faced by managers
- Follow a set of best practices for successfully managing offsite employees

10:05–10:15 Break

10:15–11:15 ADA/FMLA - C.R. Wright, Partner, Fisher & Phillips, LLP

C.R. Wright will discuss common issues companies face with the Americans with Disabilities Act and how businesses should tackle different Family Medical Leave Act mistakes.

Areas we will explore:

- FMLA Overview
- Examples of common FMLA mistakes
- ADA, FMLA, and COVID-19 best practices
- Reasonable accommodation scenarios

11:15-11:30 Closing Remarks

(see next page for Day 2 schedule, November 12th)

**Cost and
Registration**

**\$79 PER PERSON
OR
3 ATTENDEES - \$199**

**FOR INFORMATION OR
TO REGISTER:**

Contact Jackson Mathews
at 678-872-8240 or E-
mail
jmathews@highlands.edu

LOCATION:

Ballroom of the Student
Center - Cartersville
Campus or virtually via
Zoom

Thursday, November 12th

8:30-9:00 Registration

9:00-9:05 Welcoming Remarks

9:05-10:05 *Creating an Inclusive Workplace* – *Tina Christenson, Brush Leadership Solutions*

Learn how HR plays a critical role in helping leaders create a workplace that leverages the abilities, perspectives, styles and ideas of each individual. In this workshop you will learn:

- Three practices leaders must adopt to create an inclusive workplace
- Five underlying behaviors leaders must demonstrate to promote feelings of inclusion
- Best practices for coaching leaders to promote inclusion on their teams and for creating accountability

10:05-10:15 Break

10:15-11:45 *FFCRA UPDATE PLUS Q&A* – *C.R. Wright, Partner, Fisher & Phillips, LLP*

C.R. Wright will highlight an overview of the FFCRA requirements as well as relevant recent developments. As COVID-19 litigation continues to rise it is important to consider trends across the nation as well as practical tips to protect your company.

Areas we will explore:

- Emergency Paid Sick Leave
- Expanded Family and Medical Leave
- Emergency Family and Medical Leave Act
- COVID-19 Litigation Issues
- FFCRA updates and resources

11:45-12:00 Closing Remarks

Georgia Highlands College

The University System of Georgia

AA/EE/EEO Institution ADA



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