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Briefing One, Wednesday October 21, 2009: Coping with Communicable Disease at Work.

Business leaders must prepare *now* for the potentially devastating effects of contagious disease. Come learn the legalities of how to deal with an outbreak from Dr. David Sundwall, Executive Director of Utah's Department of Health, and Assistant Attorney General, Doug Springmeyer. They will provide valuable insight on how to avoid discrimination and ADA claims when dealing with ill employees, how to avoid medical privacy blunders, what you can require an employee to disclose, when to offer leave under the FMLA or company policy, and how to develop a pandemic prevention and response plan.

Briefing Two, Wednesday December 16, 2009: Social Networking: Employers Beware! Are Internet-based social networks like Facebook, MySpace, YouTube, Twitter, and blogs hurtful or helpful to business? Can employers surf these sites when evaluating job applicants? Is a company liable for inappropriate on-duty use of these sites by co-workers? Can you monitor an employee's off-duty use? Come learn the answers to these questions and more from Attorney **Bentley Tolk** of Parr Brown Gee & Loveless. He will lay out simple steps you can take to limit liability and establish workable policies.

Briefing Three, Wednesday February 17, 2010: Personnel Files & Recordkeeping. Get organized! Attorney **Carolyn Cox** of Holme Roberts & Owen will guide you through the morass of rules on what to record, what to file, and how and where to store such information. She will also discuss how long you should retain various types of records. Get practical guidance on organizing and maintaining personnel files -- including advice on who should be allowed access and under what circumstances.

Briefing Four, Wednesday April 21, 2010: Wage & Hour Law: Tricky Situations. Complying with the Fair Labor Standards Act can be confusing. Attorney **Elisabeth Blattner Thompson** of Parsons Behle & Latimer will address tricky FLSA topics and share practical compliance advice. She will tackle FLSA issues triggered by a down economy such as furloughs, salary deductions, and hour reductions. She will also cover common yet complex FLSA challenges such as bonuses, volunteers, and "hours worked."

Briefing Five, Wednesday, June 23, 2010: Protecting Your Company's Confidential Information.

In today's world of easy data dissemination, protecting your company's confidential information is more critical than ever! Join intellectual property attorney **Warren Pate** as he explains the laws and methods available to protect this valuable asset including ownership assignments, confidentiality and non-compete agreements, and trade secret protocols. Also learn easy safeguards to maintain confidentiality.

KEY BENEFITS:

- ★ Taught by expert guest attorneys and Council staff attorneys
- ★ Practical - Learn real-world application of new employment-law developments and helpful solutions for complex employment-law challenges
- ★ To the point - Just 90 minutes
- ★ Approved for 1.5 CLE Hours per briefing for Utah attorneys
- ★ Approved for 1.5 general recertification hours per briefing toward PHR, SPHR, and GPHR recertification through HR Certification Institute



Where: Radisson Hotel
215 W South Temple, SLC, UT

When: Briefing: 8:00 - 9:30 a.m.
Registration & breakfast buffet: 7:15 - 8:00 a.m.

Cost: **Series Discount** - \$295 for all five briefings (**Save \$100**)
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