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PAST PRESIDENT TRAVIS PARSONS Retired - Ingham County

MPELRA P.O. Box 235 Farmington, MI 48332-0235 June 26, 2018

Greetings!

On behalf of the Board of Directors of the Michigan Public Employer Labor Relations Association, it is my distinct pleasure to invite you to MPELRA's 49^{th} Annual Training Conference at the Cedar River Village at Shanty Creek Resort on September 12 – 14, 2018.

This year's conference is designed to address the hottest topics that are of particular interest to both beginners and experts in the field of Labor Relations/Human Resources, and those who specialize in employment and labor law. We invite you to join us for "Filling Your Backpack" as speakers provide insight on core labor relations and human resource topics, review pending legislation and discuss challenges that will influence our profession in the future.

When you review the attached agenda, we're sure you'll agree that we have created a compelling program that you won't want to miss. The conference sessions are timely, informative and thought-provoking, making it well worth the modest registration fee. Plus, all sessions have been submitted for approval towards recertification credit hours through the Human Resource Certification Institute (HRCI) and the Society for Human Resource Management (SHRM). Networking events provide opportunities for more relaxed discussion, information sharing and meeting new people. And of course, northern lower Michigan provides the perfect setting for refreshing your senses and your outlook.

Be sure to register for the conference and book your room at Cedar River Village with Shanty Creek by **August 11, 2018** to take advantage of the early conference registration fee and special lodging rate. And, for those of you that enjoy golf, you won't want to miss the President's Golf Outing at The Legend on Wednesday, September 12, 2018. You are encouraged to sign up for golf by August 31, 2018 to reserve your spot. Registration forms for the conference, hotel, and golf outing are enclosed.

All members and associates are encouraged to attend, as well as colleagues who are not current members, but are interested in the program.

We look forward to seeing you in September!

Sincerely, stica Champot

Jessica Unangst MPELRA President

2018 MPELRA Annual Training Conference Agenda

"Filling Your Backpack"

Wednesday, September 12, 2018

- 8:00 a.m. Golf Outing at The Legend Golf Course, Shanty Creek Resort
- 2:00 p.m. Conference Registration
- 3:00 p.m. President's Welcome
- 3:15 p.m. **Effective Techniques in Collective Bargaining** Chelsea K. Ditz, Attorney, Keller Thoma, P.C.

Successful collective bargaining involves understanding the goals and posturing of the opposing party, and using those motives to come to agreement. The strategic approach involves evaluating the desired end result and determining the steps necessary to get all parties on board. During this session we will explore techniques to be used in collective bargaining to assist in reaching the goals and objectives of the public employer and management team. The discussion will include examination of the strategic use of techniques in order to reach a desired result.

4:45 p.m. MERC Case Update

D. Lynn Morison, Staff Attorney

Bureau of Employment Relations/Michigan Employment Relations Commission

This presentation will examine recent changes in Michigan's laws affecting public sector employment relations and collective bargaining with an emphasis on decisions by the Michigan Employment Relations Commission.

- 6:00 p.m. President's Reception
- 7:15 p.m. Fun and Food at the Dockside

Thursday, September 13, 2018

8:00 a.m. MPELRA Buffet Breakfast and Conference Registration

9:00 a.m. HR: Friend or Foe? Keys to Gaining Your Employee Trust Kimberly Benjamin, President, HR Strategies Plus

HR walks a fine line between management and staff, which inevitably leads to obstacles to employees' trust. What can you do to build meaningful relationships with both employees and managers, while supporting the best interests of the business? Learn how your HR department can gain employee buy-in and trust with issues or personal situations, without fear of judgment or retaliation.

10:15 a.m. Responding to Employee Off-Duty Conduct

Ellen Hoeppner, Senior Attorney and Robert Dare, Attorney, Clark Hill, PLC

More and more, employee off-duty conduct is finding its way into the workplace. From social media posts to misuse of prescription drugs, employee off-duty conduct can have significant implications at work. During this interactive session, participants will learn about the changing legal landscape governing off-duty conduct, work through real-world scenarios, and learn strategies to minimize the possibility of legal action when responding to employee off-duty conduct.

Thursday, September 13, 2018 (continued)

11:30 a.m.

a.m. Joint Labor-Management Solutions to Current Human Resources Challenges: Win/Win Negotiations

Elliot Susseles, Senior Vice President, Segal Consulting

Public employers and employees alike are doing more with less. They are consistently being asked to re-organize how they deliver services and inevitably, staff compensation becomes an issue. This session will address how collaborative joint labor-management committees (LMCs) can address some of the human resources challenges facing state, local government and public authorities. The discussion will address: unique public sector challenges that make LMCs an attractive option; how LMCs can be an opportunity to look beyond typical "bread and butter" economic bargaining issues; why LMCs provide a constructive forum for improving the labor relations climate in an organization; and the role of a neutral chairperson.

12:30 p.m. Lunch

1:45 p.m.

p.m. The Year in Review: Critical Decisions from Local, State, and Federal Courts and the United States Supreme Court Impacting Public Employers Courtney Nichols, Partner, Plunkett Cooney, P.C.

Ms. Nichols will discuss key takeaways for public employers from notable decisions issued by Michigan state and federal courts and the United States Supreme Court. Topics of the discussion will include: First Amendment protections; the enforceability of class and collective action waivers; wage and hour rulings and trends; liability under the WARN Act; and employer rights under the Family Medical Leave Act. Ms. Nichols will also discuss key legislative developments for public employers to watch as we near 2019.

3:15 p.m. A Practical Approach to the Americans with Disabilities Act Ryan Fantuzzi, Attorney, Kirk, Huth, Lange & Badalamenti, PLC

Navigating through the Americans with Disabilities Act can be difficult. You know the buzzwords—"reasonable accommodation," "undue hardship," etc.—but how does it all fit together? What should public employers *actually* do when faced with an employee or an applicant with a disability? In this session, participants will learn how to practically handle common ADA-issues through classroom discussion and exercises.

- 5:30 p.m. Reception
- 6:30 p.m. Banquet and Farewell to President
- 8:00 p.m. An Evening of Entertainment

Friday, September 14, 2018

8:00 a.m. Annual Business Meeting and MPELRA Buffet Breakfast

9:00 a.m. **Technology in the Work Place and Employee Speech** Timothy Gardner, Jr., Attorney, Thrun Law Firm, P.C.

Technology in the Workplace: As technology continues to advance at lightning speed, the laws regulating technology in the public sector are constantly evolving. Get a basic overview of the laws impacting technology, including a discussion of effective technology use and "bring your own device" (BYOD) policies, protecting employee records, using technology in employee misconduct investigations, contracting with vendors, and appropriate discipline for the misuse of technology by staff.

Employee Speech: This presentation will address employee speech rights in the workplace and how recent cases influence public employers when employee disciplinary action is considered. There will also be an examination of existing legal authority focusing on employee speech and real life examples involving social media to help individuals navigate evolving employment issues.

Friday, September 14, 2018 (continued)

10:30 a.m. **Avoiding Sexual & Other Unlawful Harassment in the Workplace** Clifford Hammond, Senior Attorney, Foster Swift Collins & Smith, P.C.

A new story seems to hit the headlines every day about a powerful Hollywood producer, well-known politician, or high-level executive, but sexual harassment is not limited to big companies and famous people. The best way to avoid having the government investigate your workplace, or employees filing lawsuits, is to better understand what unlawful harassment and discrimination is. Learn how to spot, identify and avert potential sexual and other unlawful harassment and discrimination in the workplace.

What You Will Learn:

- Protected classifications, in addition to sexual harassment and harassment based on sex.
- Steps to take to determine if these activities are going on, before it's too late.
- Circumstances that may hold a manager or supervisor personally liable.

11:45 a.m. Sponsor Giveaways

12 Noon Adjourn

2018 MPELRA Annual Training Conference Registration Information

49th Annual MPELRA Training Conference Dates and Location

The 2018 Annual Training Conference starts Wednesday, September 12 and ends Friday, September 14, 2018. All training sessions will be held at Cedar River Village at Shanty Creek Resorts, 2348 Troon, S., Bellaire, MI 49615.

Conference Fees	Early Registration	Late Registration	
Participant Status	(on or before 8/11/18)	(on or after 8/12/18)	
Member	\$230	\$250	
Non-Member	\$250	\$270	
Retired Member	\$100	\$100	
Guest*	\$100	\$100	

* Guests are family members or friends, not business associates. Guest registration fee includes payment for all training sessions and social events, but not the conference binder or gift.

Scheduled Meals

Meals included in conference registration:

- Thursday: Breakfast and Lunch
- Thursday: Banquet Dinner
- Friday: Breakfast Meeting

An hors d'oeuvres reception is scheduled on Wednesday evening.

Conference Registration

Mail the enclosed Conference Registration Form and your check, made payable **to MPELRA**, to MPELRA, P.O. Box 235, Farmington, MI 48332-0235. Or, if you wish to register and pay at a later date, email the form to <u>treasurer@mpelra.org</u>. You may also register online and pay by credit card or PayPal at <u>www.mpelra.org</u>.

Hotel Reservation

Hotel reservations must be made directly with Shanty Creek Resorts. To ensure you receive the special conference rate, please fax or mail the enclosed hotel reservation form to the resort by August 11, 2018.

Attire

Resort casual for workshops and events. **Note:** The heating, ventilation and air conditioning systems are controlled by the on-site facility. Every effort will be made to maintain the room temperature at a level that will be comfortable for all participants. However, we encourage you to dress in layers so you can make adjustments for your personal comfort.

SHRM and HRCI Recertification Credits

MPELRA has been approved as a SHRM Preferred Provider and recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM Certified Professional (SHRM-CPTM) for early-career practitioners and SHRM Senior Certified Professional (SHRM-SCPTM) for senior-level practitioners. In addition, all program sessions have been submitted for approval for recertification credit towards the aPHR®, PHR®, PHRca®, SPHR®, GPHR®, PHR® and SPHRi® certifications through the Human Resource Certification Institute (HRCI). To preregister for SHRM and/or HRCI recertification credit hours for the 2018 MPELRA Annual Conference, please check the appropriate box(es) on your conference registration form. If you pre-register, your Certificate of Completion will be available for pick-up at the registration desk on Friday, September 14, 2018 at the <u>conclusion of the conference</u>. You must attend all conference training sessions to be eligible for the Certificate of Completion.

MPELRA Cancellation Policy

Notice of cancellation must be received by 4:00 p.m. on Tuesday, September 4, 2018. No refunds or credit will be given for cancellations received after <u>September 4, 2018</u>. Persons who register but fail to attend and provide notice of cancellation in accordance with this policy are required to pay MPELRA the full registration fee. Substitutes are permitted at any time; however, you must provide written notice that you will be sending a substitute and provide the substitute's full name, employer, and job title. The substitute's registration fee will be based on his/her membership status. If for any reason you are unable to attend the conference, please send your notice of cancellation or substitution to MPELRA, P. O. Box 235, Farmington, MI. 48332-0235 or email it to treasurer@mpelra.org.

If you have questions, please call Barbara Wise Johnson, MPELRA Treasurer, on 313.460.1613.

2018 MPELRA Annual Training Conference Registration Form

September 12 – 14, 2018 Cedar River Village at Shanty Creek Resort, Bellaire, MI

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Name:				
Check all that	tt apply: MPELRA Member Non-Member	HRCI Cert.	SHRM Cert. 🗌 Ve	getarian 🗌 Gluten Free
Title:				
Employer:			2	
Address:_				2
Phone:	Email Address:			
Guest's Na	ame: I	Email Address	S:	
Check, if app	olicable: 🗌 Vegetarian 🗌 Gluten Free			
Your Arriv	al Date:		×	
Check all that <u>Apply:</u>	Registration Fees	Member	Non-Member	Amount Enclosed
	Early Registration (on or before 8-11-18)	\$230	\$250	\$
	Late Registration (on or after 8-12-18)	\$250	\$270	\$
	Retired Member Registration	\$100	N/A	\$
	Guest Registration*	N/A	\$100	\$

* Guests are family members or friends, not business associates. The guest registration fee does not include conference notebook or complimentary gift.

Registration Instructions

Early registration ends August 11, 2018. Registrations will be accepted after that date, but late registration fees will apply. Notice of cancellation must be received by September 4, 2018.

Mail this registration form to the address below or send it via email to <u>treasurer@mpelra.org</u>. You may also register online and pay by credit card or through your PayPal account at <u>www.mpelra.org</u>. Please contact Barbara Wise Johnson, MPELRA Treasurer, at 313-460-1613 if you have any questions or need additional information.

Please make your check payable to MPELRA and mail to:

MPELRA P. O. Box 235 Farmington, MI 48332-0235

No refunds or credits will be issued after Tuesday, September 4, 2018

2018 MPELRA Annual Golf Outing Registration Form

All Conference Attendees Invited!

Wednesday, September 12, 2018 The Legend at Shanty Creek Resorts

Prizes Awarded to Best Team Score, Closest to the Pin, Longest Putt



Kick off the 2018 MPELRA Annual Conference with the President's Invitational Golf Outing! We will play on The Legend, which is considered to be one of Arnold Palmer's finest courses. We will have individual tee times and will use a scramble format. Each foursome must use a minimum of two (2) drives from each player, so choose wisely!

Reserve Early!

<u>Payment is due at the Pro Shop the morning of the outing</u>. The cost of the Golf Outing is \$59 per person and includes green fees and cart. Please be at the Pro Shop at least twenty (20) minutes prior to your tee time. You will be notified of your tee time which should be **between 7:30 and 9:30 AM**, weather permitting.

GOLF REGISTRATION

Please complete the form below and return it no later than August 31, 2018.

Please team me up with:

Name:		Return Your Registration Form to:
Employer:		Kim Archambault, Calhoun County Phone: 269-781-0992 Fax: 269-781-0984
Phone:	Cell:	Email: <u>karchambault@calhouncountymi.gov</u>
Email:		Payment is due at the Pro Shop the morning of the outing.

If you have someone you would like to be teamed up with, please provide their name(s) below.

Name:	Email:
Name:	Email:
Name:	Email:



PRESIDENT JESSICA UNANGST City of Owosso

1st VICE PRESIDENT JANE PARPART City of Auburn Hills

2nd VICE PRESIDENT JERALD BUTLER Grand Valley State University

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JAMES MITCHELL Lansing Community College

PAST PRESIDENT TRAVIS PARSONS Retired - Ingham County

MPELRA P.O. Box 235 Farmington, MI 48332-0235 June 26, 2018

Dear MPELRA Member:

In accordance with Article 3 of the MPELRA By-laws, notice is hereby given of the Annual Business meeting that will be held on Friday, September 14, 2018 in conjunction with the 2018 MPELRA Annual Training Conference.

The business meeting will be held at the Cedar River Village, Shanty Creek Resorts, in Bellaire, Michigan, and will begin at 8:00 a.m. The purpose of the meeting is to elect the MPELRA Board of Directors and Officers, and to transact any other official business that may lawfully come before the membership.

Only members are eligible to vote on official business matters, however, all conference attendees and registered guests are **welcomed and encouraged** to attend the Annual Business Meeting and join us for breakfast which also begins at 8:00 a.m. on Friday, September 14, 2018.

Sincerely,

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Kim Archambault MPELRA Secretary



MI Public Employer Relations (MPELRA) (485903) September 11 - September 14, 2018 8611-S Reservations Must Be Received By: August 11, 2018

Reservation requests received after this date will still be accepted provided rooms are available.

PLEASE RETURN THIS FORM BY MAIL (OR) FAX TO:

Reservations Department • Shanty Creek Resorts 5780 Shanty Creek Road • Bellaire, MI 49615 Fax: 231.533.7004 Check-in begins at 5pm, Check-out is 12 Noon.

Name:			
Address:			Home Phone:
City:	State:	Zip:	Business Phone:
Confirmation Email:			Fax:

You are welcome to arrive early or extend your stay following this scheduled event. At times, specified accommodations are not available prior to or following your event. If the room type requested is not available, we reserve the right to assign the next available room type and rate.

Arrival Date: Departure Date:			# Adults: # Children:		
Quanti ty	Room Type	1 Adult	2 Adults	3 Adults	4 Adults
	1 Bedroom Suite Cedar River (2 Beds)	\$142	\$142	\$157	\$172
	2 Bedroom Suite Cedar River (3 Beds)	\$164	\$164	\$179	\$194

Additional guest fee is \$15.00 per person, per night. Children under 18 may stay free in their parents' room using existing bedding. The above rates are per room, per day, plus 6% state tax, 9% resort fee and 5% TCCVB fee.

IF YOUR ORGANIZATION IS STATE TAX EXEMPT, YOU MUST FURNISH A COPY OF THE STATE TAX EXEMPTION CERTIFICATE WHEN MAKING YOUR RESERVATIONS.

THIS FORM MUST BE MAILED, EMAILED TO SCRRESERVATIONS@SHANTYCREEK.COM OR FAXED TO RECEIVE THE GROUP DISCOUNTED RATES.

RESERVATIONS CAN ALSO BE MADE ONLINE AT http://reserve.shantycreek.com/?g=485903

Deposit Policy: Reservations must be guaranteed by credit card deposit or a check in the amount of the 1st nights lodging. A Reservations Agent will call within 24 hours of receiving this form to obtain your credit card number. Reservations that are not guaranteed with a credit card may be subject to cancellation. If mailing a check, your reservation will be held for 10 days pending receipt of the check. If credit card deposit is made

and organization then pays in full by check, refunds of credit cards are subject to a \$10.00 handling fee.

Cancellation Policy: Refund of your deposit will be made if cancellation occurs at least 5 days prior to arrival, less a \$10 handling fee.

Use of Debit cards at the resort for lodging or deposits may cause your financial institution to put a hold on your account for the total amount of the stay plus a \$50.00 per night incidental charge. The resort is not responsible for returned check fees resulting from this practice by your financial institution.

Do you have any special lodging requests?	Barrier Free:	Other (Please Indicate)	
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We do our best to honor special requests, however we cannot guarantee them.

FOR QUESTIONS OR FOR MORE INFORMATION, PLEASE CALL 866.695.5012