



North Country Human Resources Association, Inc.

Society for Human Resource Management (SHRM) Affiliated Professional Chapter #0559
Serving North Country HR Managers since 1998

Website: <http://northcountryhra.org>



Newsletter – January 2010

2009–2010 Board of Directors

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January Member's Meeting

DATE: Tuesday, January 19, 2010

SITE: Best Western, Watertown

TIME: 11:30 AM Social Networking
11:45 AM Buffet Lunch
12:00 to 1:00 PM Meeting and Speaker

TOPIC: Programs and Services for Working Families

SPEAKER: Connie Shelmidine, Tina Robbins, Kim Leonard
Jefferson County Department of Social Services

MENU: Lunch Buffet

COST: \$15.00 Paid Members
\$17.00 Potential Members & Guests
\$5.00 Non-Dining Members

RSVP: Cherie Moore – Treasurer
cherie.moore@na.manpower.com
by 4 PM Tuesday, January 12, 2010



The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

January's Topic... The speakers will discuss the many programs the Department of Social Services offers to assist families and individuals who are both employed and unemployed as well as the programs they offer to employers.

Cancellations:

We will make every effort to cancel the RSVP if given reasonable notice of cancellation. If NCHRA is charged for the meal, then you are responsible to pay for the meal.

Name tags will be provided at the door to help every one get to know their fellow members. Please remember to return them before leaving.

Remember...

- Bring your business cards with you to the monthly meetings to share and network with other members.
- At each meeting NCHRA Members can enter their business card in the door prize drawing for a free meal at the next meeting.
- The "*Sally Kafka Memorial Membership Drawing*" held in June 2010 awards a one year paid membership to the winner. Those members with perfect attendance at the monthly meetings (Sept-June) will be eligible for the drawing.

Message From The President

As we prepare for the holidays and wrap up 2009, I find myself wondering where the year went! This has been a busy year with a lot of challenges, changes and new beginnings. Some of us have had to learn new approaches to challenges that came with the economy crisis and others have had to learn to deal with less or go without. From all of it, though, comes growth; slow but steady growth. We grow as leaders within our community and we become more proficient as Human Resource Professionals.

Part of our role as HR is to set the example for our employees – that learning new things, broadening your skill set and enhancing your education are to be embraced as opportunities for growth. The end result not only impacts the employee, but it has a positive affect on the agency as well. And over time that growth in turn affects our community at large. If we want the North Country to “grow” and develop so we can remain viable in the future, we need to start by “growing” ourselves. That’s where the North Country Human Resources Association (NCHRA) can help.

The NCHRA exists for the purpose of assisting people who work in Human Resources. The monthly meetings, newsletters, social networking, website and email communications are resources for you to take advantage of. In addition, the Society for Human Resource Management offers an expansive list of resources that are comprehensive and up to date. Over 2010 the NCHRA Board will be providing opportunities for you to grow and looking for your input on new ways for us to grow as an organization. We start off the year with a January meeting topic that will educate us on the local social services that are available to you and your employees. What a great thing to share with your employees.....to help them kick off 2010 with some new resources they can utilize! Please do not forget to send your RSVP to Cherie Moore no later than Tuesday, January 12, 2010 by 4 PM (cherie.moore@na.manpower.com).

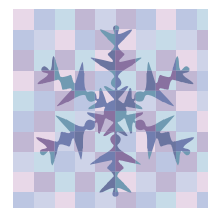
Even though some of us have had some hardships over 2009, I’m thinking we can each find something to be thankful for. If you set the day-to-day operations aside and think for a few minutes about your co-workers, your family, your friends and your own personal experiences over 2009, it’s not hard to find **many** things to be thankful for. Because it’s too easy to get caught up in the daily issues at work, let’s try to carry forward the appreciation and gratitude we feel this time of year, and let’s incorporate it into our daily lives as a challenge for the New Year!

As we move into 2010, I wish each and every one of you a very happy, healthy New Year that brings you exciting opportunities for growth.

Sincerely,



Kathleen Scheible, PHR
President, North Country Human Resources Association



Remaining 2010 Meeting Dates

February – June 2010 meeting dates for your calendar. The specific meeting times and topics will be announced soon. All meetings will be held at the Watertown Best Western.

	<u>Tentative Topics</u>
Tuesday, February 23, 2010	Wellness, Part 2
Tuesday, March 23, 2010	Update on National Health Plan
Tuesday, April 20, 2010	Background Checks/ Article 23
Tuesday, May 18, 2010	To be determined
Tuesday, June 8, 2010	4 th Annual NCHRA Conference



**** June Conference 2010****

We are beginning to plan our 4th Annual
North Country Human Resources Association Conference
to be held on June 8, 2010.

We plan to have our first conference committee meeting at 1 PM immediately following the January 19th monthly general membership meeting at the Best Western. If you are interested in helping with the conference, please plan to attend this meeting. In the interim, we would like to find out from our membership the following information.

1. What type of vendor(s) would you like to see represented at this year's conference?
2. Do you have a specific vendor that you would like to suggest or recommend? If so, please provide Lisa Storey with the vendor information including contact information.
3. Do you have a specific suggestion for a conference topic this year? If so, please provide Lisa Storey with the topic information. If you have a speaker suggestion, please provide the contact information for the speaker as well.

The board and conference committee will review all recommendations at the January meeting. We are looking forward to a great conference this year and your input helps us provide our membership with a quality program designed to enhance and serve you as the professional.

If you would like to join us and help plan this event, please contact Lisa Storey, PHR at 7779-5085/ lastorey@shsny.com or Gil Pearsall at 661-2318/ gpearsall@wdt.net

Free SHRM Membership Available

Unemployment doesn't have to keep active members of the Society for Human Resource Management (SHRM) from being able to take advantage of the organization's many resources when membership renewal time rolls around. The global HR organization offers one-time free "transitioning membership" for up to one year as a way to help its members stay current on HR issues and provide them with the resources they need in their job search.

Transitioning membership is open to active SHRM members who are unemployed at the date that their membership expires and for those who become unemployed up to 90 days after their membership lapses. It does not extend to students, and there is no refund if a member loses his or her job after renewing SHRM membership, according to SHRM's web site.

A member's first step in applying for transitioning membership is to contact SHRM—by e-mail, fax or mail—to inform SHRM of his or her unemployment status. The application must be requested and approved before the active SHRM member makes a renewal payment. Members will receive notification when their transitioning membership has been approved and reactivated.

To apply for transitional membership, please fill out this form and send it in:
<http://sapphire.shrm.org/www/members/transitioning/application.asp>

For those who have found employment during the transitional period and need to reinstate their regular membership, go to:
<http://www.shrm.org/about/membership/transitioning/Pages/renew.aspx>

Mental Health Parity Rules to be Issued by January 2010

After 73 members of Congress sent a letter to regulators asking about the progress of mental health parity regulations, Secretary of Health and Human Services (HHS) Kathleen Sebelius replied that the regulations would be out by January 2010, three months after the effective date of the Paul Wellstone and Pete Domenici Mental Health Parity and Addiction Equity Act.

The congressional letter was sent to the heads of the three agencies charged with implementation of the law: Ms. Sebelius of the HHS, Timothy Geithner of the Treasury Department, and Hilda Solis of the Department of Labor. In April 2009, the agencies issued a request for information with the regard to the mental health parity law, and Ms. Sebelius in her October 2009 reply noted that more than 400 written comments were received in response to the request. She then wrote that the three agencies were continuing to develop the regulations needed to implement the statutory requirements. We are committed to ensuring access to these critical services and it is our goal to issue regulations by January 2010.

2009-2010 Membership Renewal

IMPORTANT NOTE ON MEMBERSHIP RENEWAL: Membership renewals will be accepted any time. However, unless your membership renewal application is received by November 1, 2009, your name will be removed from the chapter e-mail communication roster and you will no longer receive important chapter communications as a benefit of membership.

The membership year runs from September to August. Annual membership dues are payable to NCHRA and mailed to:

Cherie Moore
NCHRA
PO Box 8302
Watertown NY 13601

A one-year professional membership is \$35 and two-year is \$60.

A one-year associate membership is \$20 and two-year is \$35.

Remember: there is a meal price difference for members and non- members so it's to your advantage to get your membership in early!

Types of memberships:

PROFESSIONAL MEMBERSHIP: Professional Members shall be limited to (a) those individuals engaged in Human Resources or Industrial Relations functions; (b) the teaching, administration or management of Human Resources; (c) individuals who previously served in those positions.

ASSOCIATE MEMBERSHIP: Individuals who do not meet the qualifications of the other classes of membership, but who demonstrate a bona fide interest in human resource management and the mission of the Chapter. Associate members may not vote or hold office in the Chapter.

STUDENT MEMBERSHIP: Individuals who are actively enrolled in Human Resources or related programs at the college or University level. Student members may not vote and may not hold office in the Association. Student members shall be entitled to full membership without the payment of dues.

North Country Human Resources Association Inc.

P.O. Box 8302, Watertown, NY 13601

Society for Human Resource Management (SHRM) Affiliated Professional Chapter #0559
Serving the North Country HR Managers since 1988.

MEMBERSHIP APPLICATION FOR 2009-2010



Web Address: <http://northcountryhra.org/>

Professional Member Dues: \$35.00 one year – non refundable if approved - due with your application.

\$60.00 two years – non refundable if approved -due with your application.

Associate Member Dues: \$20.00 one year – non refundable if approved - due with your application.

\$35.00 two years – non refundable if approved - due with your application.

**Membership in NCHRA is contingent upon approval of Board of Directors.
Applicants will receive notification of membership decision.**

Name: _____ (Membership is individual-not transferable)

Home Address: _____

Phone: _____

Company: _____

Address: _____

Email Address: _____ Company Web Site: _____

Telephone: _____ Fax: _____

Title: _____

Function(s): _____

Renewal Membership New Membership

Are you a SHRM member? Yes No Do you have a certification? SPHR PHR GPHR

Do you know of anyone you would like to refer to NCHRA? _____

Internal Use Only

Application / Payment submitted on:

Type of Membership: Professional Associate Student Honorary

Membership expires: 2010 2011

Form of Payment: Personal Check Business Check Cash

Date Board approved:

Date Notification sent:

COBRA Subsidy and UI Extension Signed Into Law

On Saturday, December 19, 2009, the U.S. Senate passed the Fiscal Year 2010 Department of Defense (DOD) Appropriations Act by a vote of 88-10. This federal spending bill included important provisions to both

1. Extend and expand the COBRA subsidy program that was enacted under the American Recovery and Reinvestment Act (ARRA) and
2. Extend expanded unemployment benefits through February 28, 2010.

The House also passed this same spending bill on December 16, 2009 by a vote of 395-34. President Obama **immediately signed this bill into law** (P.L. No: 111-118) after Senate passage on December 19, 2009.

COBRA

The COBRA subsidy program extension in the [DOD bill](#) will:

- Expand the ARRA's COBRA premium subsidy period from nine to 15 months
- Change the end date for eligibility for the subsidy from December 31, 2009, to February 28, 2010
- Provide a retroactive period of 60 days (commences upon enactment) for payment of premiums for eligible individuals whose subsidy period expired on November 30, 2009
- Require a special notice outlining these changes within 60 days to all eligible individuals on COBRA on or after October 31, 2009, or those who are terminated after this date
- Clarify the original COBRA subsidy program, noting that eligibility and notice are based on the timing of the qualifying event

Unemployment Insurance

The DOD bill also provides an extension and expansion of unemployment insurance benefits. These changes are outlined below.

- The period during which individuals may file applications for Federal Emergency Unemployment Compensation (EUC) is extended from the current end date of December 31, 2009 to February 28, 2010 and the period during which individuals may claim and be paid EUC is extended from May 31, 2010 to July 31, 2010.
- The period during which individuals may qualify for the Federal Additional Compensation (FAC), the extra \$25 weekly benefit amount on state and federal unemployment compensation, is extended from the current end date of January 1, 2010 to February 28, 2010 with weekly payment provided during the phase out period for weeks ending June 30, 2010 to August 31, 2010.
- The period during which 100% federal reimbursement for weeks of regular federal extended benefit payments for states opting to trigger federal extended benefits based on the Total Unemployment Rate is extended from the current end date of January 1, 2010 to February 28, 2010, with the state option to continue the extended period from May 30, 2010 to July 31, 2010.

Expanded FMLA Coverage for Military Families

HR eNews- your connection to HR solutions!



Did You Know...

The exigency and caregiver leave provisions of the Family and Medical Leave Act (FMLA) have been expanded?

As a reminder, FMLA requires employers with 50+ employees to grant unpaid, job-protected leave to eligible employees during any 12-month period for certain family and medical reasons. In January 2008, FMLA was amended to provide military leave benefits in the event of a qualifying exigency or to care for a service member who became ill or injured while on active duty.

This amendment also provided for up to 26 weeks off for military caregiver leave. On October 28, 2009, President Obama signed legislation to expand FMLA's military leave provisions.

Expanded FMLA Military Caregiver Leave - 2008 Provisions

Military caregiver leave under FMLA may now be taken by an employee to care for a family member who was injured on active duty in the military for up to five years after the veteran's separation from military service.

An employee is now also eligible to take military caregiver leave when a family member suffered from a pre-existing serious injury or illness that was aggravated by active military duty.

Under the 2008 provisions, an employee could only take military caregiver leave to care for an injured or ill family member who was still in the military.

The 2008 FMLA regulations did not provide for this type of leave.

Expanded FMLA Qualifying Exigency Leave - 2008 Provisions

FMLA exigency leave has been expanded to grant an employee time off when a family member who is either in the regular armed forces or is called to active duty in the National Guard or Reserves is deployed to a foreign country.

The other change to exigency leave is that the service member must be "deployed to

a foreign country.”

Under the 2008 provisions, exigency leave was only available when a family member was called to active duty in the National Guard or Reserves.

The previous requirement was that the service member needed to be called to active duty “in support of a contingency operation.”

These two FMLA provisions went into effect on the date President Obama signed them on October 28, 2009. If your organization is subject to FMLA, your FMLA policy should be updated to reflect these new provisions and then distributed to employees.

If you have questions or need assistance in updating your FMLA policy, contact HR One's Human Resource Hot Line at 1.800.457.8829.

This HR eNews is not intended to render legal advice but is meant for general informational purposes only.

CLICK HERE www.peopletopayroll.com FOR A DIRECT LINK TO OUR WEB SITE

Form 5500 Goes Electronic!

Beginning with the 2009 plan year, Form 5500 must be filed electronically using the Department of Labor's EFAST2 electronic filing system. The new process will be a significant change from the past. Plan Sponsors will no longer be able to:

- Complete, sign and mail a paper form to the designated P.O. Box, or
- Complete the form using software, but print, sign and mail the paper form to the designated P.O. Box.

Instead the form must be both completed and submitted electronically. Plan Sponsors will need to select an individual (or individuals) who will be responsible for submitting Form 5500. The individual selected will need to complete a credentialing process with the Department of Labor (DOL) before submitting any filings. There will be only two methods for submitting the form: (1) using approved 3rd party software or (2) completing the form directly on the DOL's website using iFile, their new “no frills” filing system.

The DOL has created a new website -- <http://www.efast.dol.gov/> -- to give Plan Sponsors more information about the new process. The DOL website has a separate section “Getting Ready for Electronic Filing & 2009 Form 5500” with information such as:

- About EFAST2
- Frequently Asked Questions about EFAST2
- Getting Ready for the 2009 Form 5500 and Electronic Filing Webcast*
- 2009 5500 Schedule C Frequently Asked Questions
- E-Filing

➤ 2009 Form 5500

*3 recorded webcasts as of November 10, 2009

The new EFAST2 system is expected to be ready in January 2010.

EBSA: New Form 5500 Rules Apply To Health Plans

The Employee Benefits Security Administration has published a new batch of advice aimed at insurers, benefit plan administrators and other organizations that are trying to comply with new reporting requirements.

EBSA, an arm of the U.S. Department of Labor, published the guidance to answer questions about the new 2009 Form 5500 Schedule C requirements:

<http://www.dol.gov/ebsa/faqs/faq-sch-C-supplement.html>

Form 5500 is the main tax form that benefit plans subject to the Employee Retirement Income Security Act file with the Internal Revenue Service and the U.S. Department of Labor. ERISA plans with 100 or more participants use Form 5500 Schedule C to report service provider and trustee information, such as fees and commissions paid to service providers.

EBSA and the IRS are changing Form 5500 Schedule C because lawmakers and regulators want employers to get more detailed information about benefit plan costs, to help employers bargain for lower fees and make sure participants know what they ought to know about plan costs.

Under the new rules, plans are supposed to try to break down costs as well as they can, and vendors are supposed to give employers more detailed cost and compensation figures, including information about the "direct" and "indirect compensation" they get from a plan. If ABC Corp. sets up a retirement plan for Big Employer Inc. and includes a mutual fund from High Returns Fund Company, ABC might get direct compensation from the Big Employer Plan, and High Returns might get indirect compensation via ABC.

The indirect compensation reporting rules do apply to health plans, and they may or may not apply to the costs and expenses that an insurer incurs in connection with a "general account investment contract that promises a guaranteed rate of return," EBSA officials write in the new batch of guidance.

The "contingent deferred sales charges" paid to the distributors of an investment fund held in a retirement plan might be treated as either direct or indirect compensation, the officials write.

"Market value adjustments or similar surrender or termination charges that are adjustments to the value of the investment in accordance with the contract would not be reportable compensation for Schedule C purposes where the market value

adjustment or surrender charge reflects only the contractual difference in the value of the plan's investment because it was not held for the stated duration of the contract," the officials write.

EBSA officials also answer a question about an employer that "pays all direct expenses relating to the administration and funding of benefits of an unfunded, self-insured welfare plan, such as the third-party claims administration expenses under an employer-pay-all disability plan."

The commenter who asked the question wants to know whether revenue-sharing payments among the plan's service providers be have to be reported on Form 5500 Schedule C.

Many health and welfare plans will qualify for a limited annual reporting exemption, and those are not required to file a Form 5500 Schedule C, EBSA officials write.

"Where the plan is eligible for that limited exemption, the fact that there are revenue sharing payments among the plan's service providers would not mean that such a plan would be required to complete a Schedule C," officials write.

Officials have included a long section in the guidance about educational conference subsidies.

They describe a benefits service firm that provides educational conferences for employer plan personnel at no cost to the plan personnel. To run the conference, the firm pays for conference rooms, speakers, audio-visual equipment, and refreshments.

"Paying for or reimbursing plan personnel for travel, meals, and lodging expenses associated with the plan representative's attendance at an educational conference generally constitutes reportable Schedule C compensation because it is provided due to the person's position with the plan," EBSA officials write about the conferences. "Waiver of any conference registration fee would also be reportable indirect compensation. The cost of the meals, travel, lodging, and waived conference registration fee must be included in the calculation of Schedule C reportable compensation for the recipients."

But a plan would not have to include an "allocated share of the costs of the conference rooms and audio-visual equipment," officials write.

A plan need not report educational conference expenses on Schedule C if a plan fiduciary other than the plan representative ensures that paying for the representative to attend the conference would be prudent; the payment complied with a written plan provision designed to prevent abuse; the conference had a reasonable relationship to the duties of the attending plan representative; and the expenses for attendance were reasonable and unlikely to compromise the representative's ability to carry out his or her duties.

"The fiduciary's determination must be in writing," EBSA officials write.

"This guidance is for purposes of Schedule C reporting only," officials warn. "Filers are strongly cautioned that gifts and gratuities of any amount paid to or received by plan fiduciaries may violate [the Employee Retirement Income Security Act] and give rise to civil liabilities and criminal penalties."



Environmental Law Information Memo

December 2009

Electronic Dispatch

[Go to BS&K Environment and Energy Home Page](#)

PROPOSED CHANGES TO THE OSHA HAZARD COMMUNICATION STANDARD

The Occupational Safety and Health Administration (OSHA) has proposed to modify its existing Hazard Communication Standard (HCS) to conform with the United Nations' Globally Harmonized System of Classification and Labeling of Chemicals. The proposed standard was published in the Federal Register on September 30, 2009 and is open for public comment until December 29, 2009. OSHA requests comments on all relevant issues, including economic impact and feasibility, environmental impact, effects on small entities, proposed revisions to the HCS and subsequent modifications to other standards. Comments may be submitted electronically, by facsimile or by mail.

Hazard Communication

The HCS (29 CFR 1919.1200) requires chemical manufacturers and importers to assess the hazards of chemicals which they produce or import and provide that information to employers. Employers must then provide information to their employees about the hazardous chemicals to which they are exposed by means of a hazard communication program, labels, safety data sheets, and training. The HCS also requires distributors to transmit this information to employers. Other countries have hazard communication rules which are different from the HCS with regard to the scope of chemicals covered, the definition of hazards, the specificity of requirements and the use of symbols and pictograms. The inconsistencies between the various laws are substantial enough to require different labels and safety data sheets to be developed for the same product when it is marketed in different countries.

The Proposed Changes

OSHA has made a preliminary determination that the proposed changes to the HCS will improve the quality and consistency of information provided to employers and employees regarding chemical hazards and protective measures. OSHA anticipates that improved information will reduce the incidence of chemical-related occupational illnesses and injuries. OSHA asserts that the adoption of the new standard will have the added benefit of standardizing hazard communication rules among various countries. The proposed changes to the HCS include: revised criteria for classification of chemical hazards; revised labeling provisions that include requirements for use of standardized signal words, pictograms, hazard statements, and precautionary statements; a specified format for safety data sheets; revisions to the definitions of terms; and requirements for employee training on labels and safety data sheets.

Compliance

The proposed modifications to the HCS will require manufacturers and importers of hazardous chemicals to re-evaluate chemicals according to the new criteria, change labels and produce new safety data sheets within three years of publication of the final rule. Employers will be required to integrate the new approach into their hazard communication programs and conduct new training for employees within two years of publication of the final rule.

Contact Information

If you have questions, please contact:

Virginia C. Robbins at 315-218-8182; vrobbs@bsk.com

Brody D. Smith at 315-218-8225; bsmith@bsk.com

Robert H. Feller at 518-533-3222; rfeller@bsk.com

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The hiring of a lawyer is an important decision that should not be based solely upon advertisements.



BS&K Environmental and Energy Law Practice Group

The attorneys in BS&K's Environmental and Energy Law Practice Group have a thorough understanding of federal, New York State and local environmental laws and regulations, including those relating to air quality, development and facility siting, hazardous waste, permitting, release reporting, safety and health, solid waste, storage tanks, water quality and wetlands. As a result, we are able to assist individual, industrial, commercial, institutional and municipal clients in successfully resolving state and federal regulatory compliance and enforcement concerns.

Our attorneys enhance their experience by serving as leaders in environmental and legal professional organizations. Currently, one of our attorneys is the former Chair of the Environmental Law Section of the New York State Bar Association, while several other attorneys serve as Committee Co-Chairs and on the Executive Committee of the Environmental Law Section. In addition, our attorneys are frequently asked to speak and write about a variety of environmental issues. As a result of our experience and involvement, our attorneys are well known, and are respected by state and federal regulatory representatives, both at the regional and headquarters level.

Whether you are an existing BS&K client, or are seeking to retain environmental counsel for the first time, your interests will be our first priority, and we will work to achieve a legal resolution that is right for you. We invite you to explore the information on the Environmental and Energy Law Practice Group web page to learn what we do, and to contact any of the Environmental and Energy Law Practice Group attorneys to discuss how we can help you.

- **Air Quality**
- **Asbestos**
- **Business and Real Estate Transactions**
- **Compliance Auditing**
- **Emergency Planning and Community Right-To-Know**
- **Environmental and Toxic Tort Litigation**
- **Federal and State Environmental Impact Assessments**
- **Hazardous Waste**
- **Land Use**
- **Pesticides**
- **Radiation Safety**
- **Release Reporting and Notification**
- **Superfund**
- **Toxic Substances Control Act (TSCA)**
- **Water Quality**
- **Wetlands**

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BSK and MACNY Breakfast Series

2009-2010 HR Breakfast Series

The Breakfast Series Seminars, co-sponsored by BS&K and MACNY, is designed to address current, important issues and provides updates and insight on a variety of important HR topics.

All Syracuse presentations will take place at MACNY headquarters (see below). Please see reverse for dates and location of our "On The Road HR Series" in Utica.

<u>Date</u>	<u>Topic</u>
October 20, 2009	The Changing Regulatory Environment – What to Expect from the NLRB, OSHA, DOL, SDHR and State DOL
November 17, 2009	Harassment and Diversity – Preventing Discrimination in the Workplace
February 16, 2010	Lilly Ledbetter Fair Pay Act and Electronic Record Keeping – Are You in Compliance?
March 16, 2010	Contingent Workers – Avoiding Pitfalls and Legal Liability
May 18, 2010	Roundtable Discussion – Discipline and Discharge and ADA / FMLA Scenarios



All Breakfast Series Seminars have been approved for 1.5 general recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. For more information about certification or recertification, please visit the HRCI homepage at www.hrci.org. The use of this seal is not an endorsement by HR Certification Institute of the quality of the program. It means that this program has met HR Certification Institute's criteria to be pre-approved for recertification credit.

Registration and Breakfast: 7:30 a.m. to 8:00 a.m.; Program: 8:00 a.m. to 9:30 a.m.

Briefings held at MACNY Headquarters, One Webster's Landing, Syracuse, NY

Cost for each HR Breakfast Series Session is \$25 for BS&K Clients and MACNY Members

\$35 for Non-Clients and Non-Members (includes breakfast and handouts)

(Make checks payable to MACNY)

See reverse side for registration information



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On The Road HR Series

Location

All sessions will be held at the Radisson Hotel-Utica located at 200 Genesee Street, Utica, NY 13502

<u>Date</u>	<u>Topic</u>
November 10, 2009	Harassment and Diversity – Preventing Discrimination in the Workplace
February 23, 2010	Lilly Ledbetter Fair Pay Act and Electronic Record Keeping – Are You in Compliance?
May 25, 2010	Roundtable Discussion – Discipline and Discharge and ADA / FMLA Scenarios

Fax-Back Registration Form

Fax your registration to Bill at MACNY: Fax 315-474-0524; Phone 315-474-4201, ext. 16

Please indicate if you are a BS&K Client or MACNY Member

Participant _____ Contact Name _____

Address _____

Telephone _____ Fax _____ E-mail _____

Seminar _____ Date _____

Seminar _____ Date _____

Seminar _____ Date _____

Seminar _____ Date _____

If you are unable to honor your registration, please provide 48 hour cancellation notification.
Otherwise, we will be charged by the venue and have to pass along the cost to you.