



PROGRAM

2022 FALL TRAINING INSTITUTE



HYATT REGENCY NORTH LAKE TAHOE

Pre-Conference Oct 25, 2022

Conference Oct 26-28, 2022



TABLE OF CONTENTS

	<u>PAGE</u>
Pre-Conference, Tuesday, October 25	1
Program, Wednesday, October 26	1
Program, Thursday, October 27	4
Program, Friday, October 28	6
Eugene Whitlock Bio	8
List of Sponsors	9
Sponsor's Ads	10-24



PRE-CONFERENCE, Tuesday, October 25, 2022

12:00 Noon—6:00 PM - Early Bird Registration (*Regency Foyer*)

1:00 PM—5:00 PM - Workshop (Break 2:30 pm—2:45 pm) (*Martis Peak*)

“Complying with Anti-Sexual Harassment Laws in the Community College District Workplace”
Pilar Morin, Partner, Liebert Cassidy Whitmore; Sokha Song, Vice President, HR, and Ryan Wilson, HR Director, EEO, Title IX & Leaves Administration, both from Mt. San Antonio College. Using Case studies and group problem solving exercises, this workshop will explore a community college district’s obligations to protect individuals from sexual harassment under California’s Fair Employment and Housing Act and the Education Code, including SB 493. We will also address various scenarios that arise when a complaint must be processed using the Title IX regulations’ grievance process. The workshop presents hypotheticals and the opportunities to discuss specific issues pertaining to complaints, investigations, advisors, requests for confidentiality, emergency removals, employee paid administrative leave and hearings. We will discuss how the title IX regulations affect a district responsibilities under California law and best practices to ensure compliance and efficacy.

DAY 1, Wednesday, October 26, 2022

7:00 AM—8:00 AM - Registration (*Regency Foyer*)

7:00 AM—8:00 AM - Breakfast (*Lakeside Ballroom*)

8:00 AM—8:45 AM - Motivational Speaker—Eugene Whitlock (See full biography on Page 8)

Eugene will speak on the importance of the human resources function and why we all deserve a pat on the back given the challenges that we have overcome in the past 2 years and how our value continues to grow, even if we are underappreciated.

8:45 AM—9:00 AM - Break

9:00 AM—10:15 AM - Workshops

- **“Injured Employees: Where Workers’ Compensation and the ADA/FEHA Disability Interactive Process Collide”** (*Martis Peak*) Rachel Shaw, President, Shaw HR Consulting. Injured workers who meet the ADA and FEHA’s definition of an “individual with a disability” enter the disability interactive process, regardless of whether they satisfy criteria for receiving benefits under workers’ compensation or other disability laws. When at the intersection of these processes, each with its own set of rules and laws—sorting through where they overlap and where they don’t—can be frustratingly slow for all parties involved. Rachel Shaw will show you how to get “unstuck” when common roadblocks pop up—and, shed light on opportunities to reduce claim costs and create timeline efficiencies. The session will also explore how you can use Light Duty Agreements, create TTD questionnaires to evaluate if continued leave is reasonable, the value of Essential Function Position Analyses and how to make sure you get what you need from QME and AME providers.
- **“The Foundations of Negotiations: Legal and Practical Applications”** (*Regency F&C*) Darren Kameya, Attorney At Law and Angelique Cramer, Attorney at Law, both with Lozano Smith Attorneys at Law; Mercedes Gutierrez, Vice President, HR/Asst. Superintendent, Cerritos College As human resources administrators, having a solid grasp on the rules and standards for bargaining with your labor partners is critical. This session focuses on key foundational elements in the bargaining process, while also walking you through legal requirements. This workshop will include a discussion of the rules of bargaining under the EERA, covering mandatory subjects of bargaining and management rights. We will also cover information requests, the duty to bargain in good faith, timing of bargaining obligations, and avoiding common missteps.

DAY 1, Wednesday, October 26, 2022 (continued)

9:00 AM—10:15 AM - Workshops (continued)

- **“Strategic Use of Vision Resource Center EEO Training and Tools to Support the Employee Lifecycle” (Castle Peak)** Shannon Krajewski, Professional Development Coordinator, Pierce College; Beth Kay, Director of Professional Development, Success Center, Foundation for Calif. Community Colleges; Genice Sarcedo-Magruder, Interim Director, Office for Diversity, Equity, and Inclusion (ODEI), Los Angeles CCD. EEO and DEIA training is essential for the recruitment, hiring and retention of quality employees. Do you feel like you’re spending too much time and resources finding and tracking training? Are you looking for an easy way to share the content you do have? The Vision Resource Center offers high-quality EEO and DEIA training to all California Community Colleges. Even better, the Vision Resource Center has the tools to package and assign content, track progress, create reports and verify certification. In this presentation, we will explore the learning content available and tools that can make managing this training easier. More important, we will demonstrate strategies to use the Vision Resource Center to ensure that your hiring managers have the expertise to hire and retain a diverse workforce and that all employees have access to training that will help them advance professionally and contribute to a campus culture that supports all professionals.

10:15 AM—10:30 AM - Break

10:30 AM—11:45 AM - Workshops

- **“The New Title IX Regulations: Navigating Staff, Faculty, and Student Complaints” (Castle Peak)** Liz Paris, Sr. Faculty at T9 Mastered & Partner/Title IX Program Director at Van Dermyden Makus Law. The Federal government released new Title IX Regulations in 2020, covering not only student conduct, but staff and faculty allegations of sexual harassment and other conduct. Join us for this informative and interactive session exploring how the new regulations impact staff and faculty cases, including their interactions with potential Collective Bargaining Agreements and faculty contracts. Learn about potential pitfalls, how to navigate the hearing process for faculty and staff complaints, and how to communicate changes in policies and processes to your campus constituents.
- **“Managing Employee Wellness and Disabilities in the Workplace” (Regency F&C)** Kristine Kwong, Esq., Partner, ASCIP/Musick, Peeler & Garrett LLP. This presentation provides an overview of how the ADA defines mental disabilities, how it becomes a covered disability, and ways an employer can respond to requests for accommodation.
- **“Laughing My Mask Off: Updates to Cal/OSHA” (Martis Peak)** Rex Randall Erickson, Principal Attorney, Erickson Law Firm A.P.C.; Eric Ramones, Associate Vice Chancellor, HR, West Valley Mission CCD. Due to the extended COVID-19 state of emergency, the working world has had to make numerous adjustments to accommodate employees and students. Although there has been recent easing of masking and other mandates, and a decrease in COVID-19 outbreaks, the workplace continues to adapt and evolve following federal and Cal/OSHA’s guidelines. This workshop explores the current status of COVID-19 related mandates (or lack thereof), vaccine status reporting, COVID-19 protocol, and updated sick leave policies.

11:45 AM—12:15 PM - Break

12:15 PM—2:00 PM - Lunch (Lakeside Ballroom) Recognizing 12 Vendors with Certificates ACHRO/EEO General Membership Meeting

2:00 PM—2:30 PM - Break

DAY 1, Wednesday, October 26, 2022, (continued)

2:30 PM—3:45 PM - Workshops

- **“Effective Management of Employee Leaves” (Martis Peak)** Aaron O’Donnell, Partner, AALRR; Sokha Song, Vice President, HR, Mt. San Antonio College. Effective administration of employee leaves requires a solid understanding of multiple overlapping entitlements, FMLA/CFRA, Education Code, Labor Code, and reasonable accommodation. This session will provide a practical approach for making the puzzle pieces fit. We will also address the ever-changing rules for COVID-related leaves, and best practices.
- **“Creating Respect, Safety, and Inclusion for Transgender and Nonbinary Student and Employees” (Regency F&C)** Erin Pollard, Manager of Student Equity, Irvine Valley College; Cindy Vyskocil, Vice Chancellor, HR, South Orange County CCD. Best practices to support LGBTQ+ employees can change quickly as new laws are added and cultural expectations evolve. Additionally, Transgender and Nonbinary employees need our support in unique ways from their fellow LGBQ community members. This session will help boost your cultural competency to communicate with, and support, gender diverse individuals within your organization. Participants will leave with a clear understanding of the current laws that impact this work as well as a list of action items to best support our trans and nonbinary colleagues and students.
- **“Classified Layoffs: Legal Update” (Castle Peak)** Darren C. Kameya, Attorney at Law and Angelique Cramer, Attorney at Law, both with Lozano Smith Attorneys at Law; Mercedes Gutierrez, Vice President, HR/Asst. Superintendent, Cerritos College. Community colleges have gone through one year of AB 438. Here, we look at lessons learned and proactive considerations for the current school year. This workshop will include a review of the recent changes to the classified layoff procedures and contract language regarding seniority and bumping, including guidance regarding notice of deadlines and planning related to bumping.

3:45 PM—4:00 PM - Break

4:00 PM—5:15 PM - Workshops

- **“The Great Purge: Recruiting and Retaining Top Talent” (Martis Peak)** Rex Randall Erickson, Principal Attorney, Erickson Law Firm A.P.C.; Cindy Vyskocil, Vice Chancellor, HR, South Orange County CCD. The overall economic impact of the pandemic is still unknown, with one emerging trend: The Great Purge of administrators, instructors and classified employees has hit all employers. This seminar will focus succession planning and provide techniques, strategies, and limitations and obligations in recruitment and retention of quality employees in the post-pandemic era.
- **“DEIA Hiring Strategies—Practical Solutions to Prioritizing Diversity, Equity, Inclusion, and Accessibility” (Castle Peak)** Gregory Smith, Vice Chancellor, HR, San Diego CCD. The CCCCO DEIA Implementation Workgroup has created a robust set of strategy recommendations to advance Diversity, Equity, Inclusion, and Accessibility. This presentation provides an in-depth review of the actionable recommendations to revising the ways community colleges conduct employment marketing recruitment, screening, and interviewing created by the workgroup to prioritize DEIA as a fundamental aspect of successful performance for every position in our colleges. Attendees will learn strategies to diversify screening committees, increase student participation, market job openings to attract more diverse applicant pools, reframe KSAs within successful engagement in a diverse educational community, and make structural changes to embed DEIA throughout the hiring process.
- **“Understanding the Title IX Hearing Process from an HR Perspective” (Regency F&C)** Aaron O’Donnell, Partner, AALRR; Sokha Song, Vice President, HR, Mt. San Antonio College. One of the most significant changes of the 2020 Title IX regulations was the newly-required live hearing process, which is separate from and in addition to traditional employee discipline **(continued)**

DAY 1, Wednesday, October 26, 2022, (continued)

4:00 PM—5:15 PM - Workshops (continued)

- procedures. California's SB 493, effective January 1, 2022, imposes additional requirements. On top of that, in June 2022 the Biden administration announced additional proposed changes to the Title IX regulations. This session will provide an HR focused perspective on specifically addressing current legal requirements for a fair and legally defensible hearing process.

DAY 2, Thursday, October 27, 2022

7:00 AM—8:00 AM - Registration (*Regency Foyer*)

7:00 AM—8:00 AM - Breakfast (*Lakeside Ballroom*)

8:00 AM—8:45 AM - Workshop

“Brown Act Update” (*Lakeside Ballroom*) Eileen O'Hare Anderson, Partner, Liebert Cassidy Whitmore; Diane Fiero, Deputy Chancellor and Chief Diversity, Equity, and Inclusion Officer, Santa Clarita CCD. What are the latest updates to the Brown Act and how do they apply? What do CHROs need to know about the Brown Act to keep everyone out of trouble? When do we need to give a 24 hour notice and why? How does that work in practice? What is “pending litigation”? Who goes into closed session for each topic?

8:45 AM—10:30 AM - Workshop

“Town Hall—Legal Eagles” (*Lakeside Ballroom*) Eileen O'Hare Anderson, Partner; Pilar Morin, Partner; Melanie L. Chaney, Partner; Alysha Stein-Manes, Partner, all from Liebert Cassidy Whitmore. Do you have questions? Well, we've got answers. Come get your questions answered while learning how to deal with legal issues important to your District. Community College Districts deal with a number of issues on a daily basis and it's best to be prepared. Share your questions with others who probably have the same problems, concerns and issues. This is a great opportunity to get some great legal answers—without those pesky billable hours!

10:30 AM—10:45 AM - Break

10:45 AM—12:00 - Workshops

- **“Making the Interactive Process a Success: Leaves of Absence, Telework and Other Reasonable Accommodations” (*Castle Peak*)** Anna J. Miller, Sr. Counsel, AALRR; DeAnna Solina, Of Counsel, AALRR; Amy Westlund, Director of HR, Shasta College. This presentation will assist managers, supervisors, human resources personnel, and District Office employees in responding to reasonable accommodation requests that have increased as a result of the ongoing pandemic. We will guide you through how to apply the Americans with Disabilities Act (ADA), the Fair Employment and Housing Act (FEHA) and other applicable laws to employee requests for leaves of absence, telework, and accommodations related to COVID-19 vaccine or testing mandates.
- **“Coaching for an Inclusive Workplace: How to use a coaching model to implement your vision for diversity, equity, and inclusion in the workplace” (*Regency F&C*)** Hilda Montanez, Director of HR, Cabrillo College; Claire Laughlin, Principal, Claire Laughlin Consulting; Samantha Folb, Director of Training, Compliance, and Employee Relations, West Valley-Mission CCD. Creating an inclusive workplace requires care, attention, and the ability to have difficult conversations in a way that builds and maintains trust. Leaders can benefit from a simple model they can use to help them engage productively when things get challenging. In this workshop we will work through the steps to navigate challenging conversations about diversity, equity and inclusion and transitioning these conversations into a workable plan of action.

DAY 2, Thursday, October 27, 2022 (continued)

10:45 AM—12:00 - *Workshops (continued)*

- **“Batten down the Hatches—How to Prepare for Collective Bargaining”** *(Martis Peak)* Rex Randall Erickson, Principal Attorney, Erickson Law Firm A.P.C.; Robert Blizinski, Assistant Superintendent/VP of HR, Pasadena CCD. This workshop will provide an overview of labor relations and collective bargaining in community college districts and how administrators can effectively prepare. Topics will include the preparation and presentation of initial proposals and the relevant authority and recent legal developments regarding bargaining requirements and obligations under the EERA. It will also include the various roles of each team member and board, and offer strategies on how to build improved labor relations, present financial data, retain management rights, and avoid grievances and unfair practice charges.

12:15 PM—2:00 PM - Lunch *(Lakeside Ballroom)* Recognize 12 Vendors with Certificates Acknowledging Academy Graduates Announcement of DEIA Awards

2:00 PM—2:30 PM - Break

2:30 PM—3:45 PM - *Workshops*

- **“Behind the Green Curtain: Introduction to Negotiations”** *(Castle Peak)* Josh Taylor, Associate Attorney, Erickson Law Firm A.P.C.; Cecilia Garcia, Associate Vice President, HR, Palo Verde CCD. This workshop is for resource professionals new to the California Community Colleges and will cover “labor relations 101” and an overview of collective bargaining. Topics will include initial proposals (“sunshining”), the differences between mandatory, permissive and prohibited subjects of bargaining, grievance processing, arbitrations, and unfair practices. Further topics will include relevant authority, including the requirements and obligations under the EERA and the most recent legal developments impacting collective bargaining. Suggestions for maintaining management rights and building effective employee/management relations will be provided.
- **“Internal Investigations: Tips, Tools and Best Practices from the Trenches”** *(Martis Peak)* Michelle Cannon, Attorney at Law, Lozano Smith Attorneys at Law; Ryan Davis, Vice President, HR, Sierra College. This workshop provides attendees with a framework and best practices related to your investigations, including reviewing the complaint, how to get started, interviewing witnesses and reviewing documents, and concluding the investigation. This training will provide a “how-to” guide for HR professionals on how to properly assist, lead, and coordinate investigations. This training includes an overview of a district’s complaint procedure, a review of relevant state and federal law, along with checklists and templates.
- **“Regulating Employee Expression in the Workplace & Avoiding Potential Discrimination Claims”** *(Regency F&C)* Barbara Ginsberg, Partner, and Kathryn E. Meola, Partner, both from AALRR. To what extent can you regulate employee expression in the workplace? We will explore subjects such as grooming and appearance standards, religious and political expression, and free speech in terms of gender, national origin, disability, and religious discrimination laws, to best help you avoid liability.

3:45 PM—4:00 PM - Break

4:00 PM—5:15 PM - *Workshops*

- **“California Community College Finance and Budgeting for HR Professionals”** *(Martis Peak)* Gregory Smith, Vice Chancellor, HR, San Diego CCD; Morris Rodrigue, ACBO President. Compensation and related costs account for 80%-90% of community college general fund expenses. Retirement system contributions, medical insurance costs, OPEB liabilities, and *(continued)*

DAY 2, Thursday, October 27, 2022 (continued)

4:00 PM—5:15 PM - Workshops (continued)

- salaries have increased significantly over the last 20 years. The student-centered funding formula has fundamentally changed how districts are funded and the state has increasingly used categorical and short-term funding to expand programs and services. As a result, HR professionals need a stronger understanding of finance and budgeting to help ensure the fiscal stability of their district. This session will provide an introduction to CCC finance for HR professionals to prepare attendees to be strategic partners with CEOs, CBOs, CIOs, and CSSOs in managing a district's fiscal health.
- **“Hot Topics and Emerging Issues with CalPERS and CalSTRS—What’s New and Why Do Community Colleges districts Care?” (Regency F&C)** Michael Youril, Partner, and Alysha Stein-Manes, Partner, both with Liebert Cassidy Whitmore; Keith Dobyms, Legal Counsel, Riverside CCD. Do you feel like the rules regarding compliance with CalPERS and CalSTRS formal and informal guidance are constantly changing? You are not alone! This presentation will cover hot topics and emerging issues with CalPERS and CalSTRS. We will cover common topics and emerging issues with CalPERS and CalSTRS. We will cover common compliance issues, audit findings, recent audit trends, and how to address them. We will also cover recent cases, important legislation, regulatory changes, and administrative guidance that agencies need to know to stay compliant and avoid liability.
- **“What’s New in Employee and Retiree Benefits” (Castle Peak)** Rex Randall Erickson, Principal Attorney, Erickson Law Firm A.P.C.; Michelle McKay Underwood, Vice President, School Services of California; Karen Marblestone Perry, President, Marblestone Insurance Services; Maureen Toal, Executive Vice President, Consulting, PARS. Keep up-to-date on some of the latest and often fast changing regulatory, legal, and legislative developments at the state and federal level for employee benefits that may affect your district and collective bargaining with a panel of government relations, attorneys, and employee/retiree benefits specialists. Benefit areas that will be covered include: pension, supplemental retirement plans and trusts, retiree and active healthcare, long term care insurance, and other voluntary supplemental benefits.

6:00 PM—10:00 PM Celebration Dinner
(Lakeside Ballroom)



DAY 3, Friday, October 28, 2022

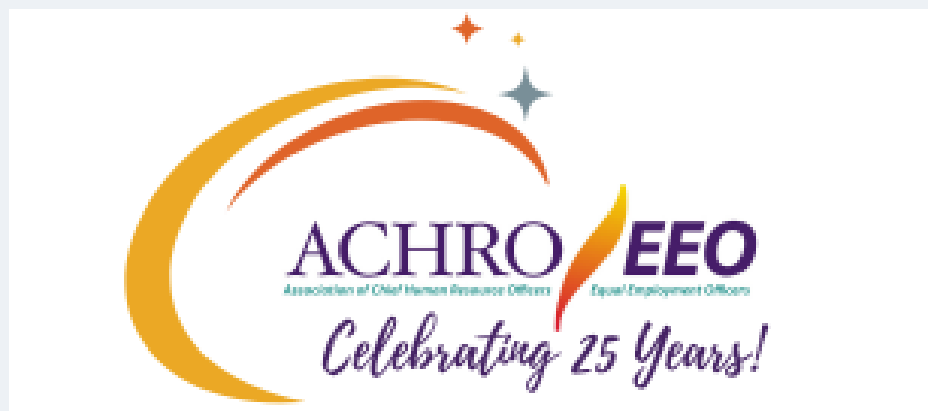
7:30 AM—9:45 AM - Breakfast and Raffle !!! (don't be late) (Lakeside Ballroom)

9:45 AM—10:15 AM - Break

DAY 3, Friday, October 28, 2022 (continued)

10:15 AM—11:30 - Workshops

- **“Employee Retention—Effectively Recognizing and Addressing Dysfunctional Departments” (Martis Peak)** Cindy Vyskocil, Vice Chancellor, HR; Crystal Crane, Executive Director, HR and Employee Relations, Coast CCD. This session will assist HR professionals with the tools they need to assist and support managers who are trying to address issues of dysfunction within their departments. We know dysfunctional departments lead to low morale and retention, this session will provide specific ways in which HR professionals can guide managers in working toward meaningful change.
- **“Reform Legislation and Your College Police” (Castle Peak)** Paul Knothe, Partner, Liebert Cassidy Whitmore; Gary Montecucollo, Chief of Police, Glendale CCD. Several new statutes, and potentially campus safety regulations, will significantly change the way campus police departments hire peace officers, investigate and document officer misconduct, and police the campus community. Applicants must now be screened for bias. Previously confidential records must now be disclosed to the public. A new age minimum is in effect and new education requirements are on the way. This discussion will provide the knowledge campus police and HR professionals need to comply.





Eugene Whitlock Bio

Updated: June 23, 2022

As UC Berkeley's Chief People & Culture Officer (Associate Vice Chancellor), Eugene leads a one hundred person human resources department including talent acquisition, people and organization development, employee and labor relations, total rewards, diversity equity, inclusion and belonging, business intelligence and human resources information systems. Eugene also serves on the governing boards of CUPA-HR (the College and University Professional Association for Human Resources) and the American Research Universities-Human Resources Institute, and is the Chair of the Human Resources Leadership Council for the University of California. During his time at UC Berkeley, Eugene has emphasized the creation of a workplace where everyone can be themselves and feel like they belong and helped elevate Berkeley to be among the best institutions to work for in the University of California system.

Prior to UC Berkeley, Eugene served as the Vice Chancellor, Human Resources and General Counsel for the San Mateo County Community College District. Eugene is most proud of his work to infuse equity into the hiring process by rewriting job announcements and interview questions, as well as training each person who is part of the decision-making process on the benefits of diversity and reducing the impact of unconscious bias. In 2017, the Association of California Community College Administrators selected Eugene for its "Progress in Diversity" Award given for "Outstanding Achievement in Support of Diversity in the Higher Education Community."

Eugene also served as a Deputy County Counsel for the County of San Mateo for eight years where he primarily served as outside counsel for K-12 school districts. Eugene has also worked as a corporate attorney for DavisPolk in New York, Tokyo and Menlo Park, as an investment banker for Deutsche Bank in San Francisco and as a project manager for Stiftung, Wissenschaft und Politik in Berlin.

Eugene obtained his undergraduate degree in Biological Sciences from Stanford University and earned his law degree cum laude from the University of Michigan. He is also a fluent speaker of Spanish and German.

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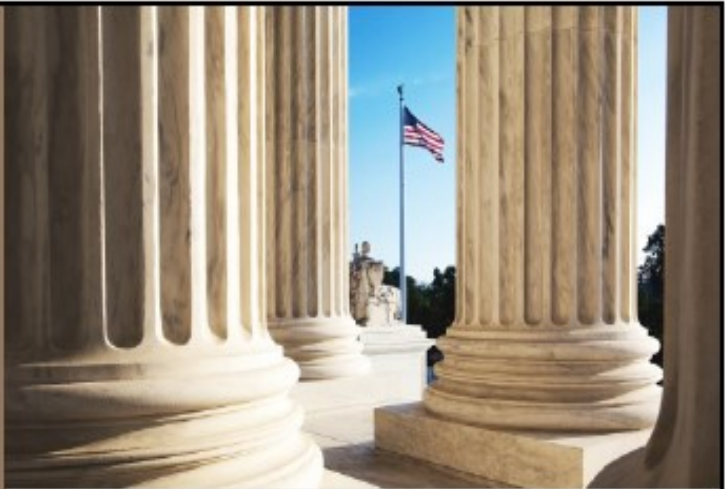
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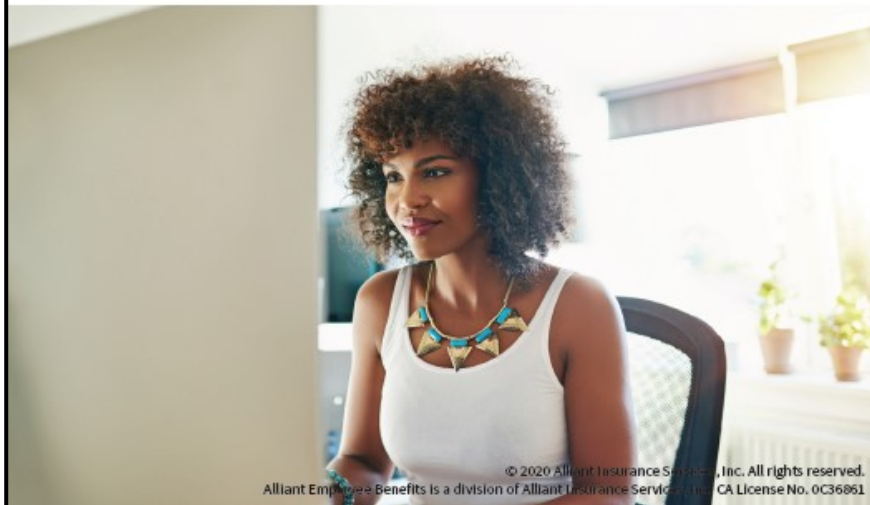
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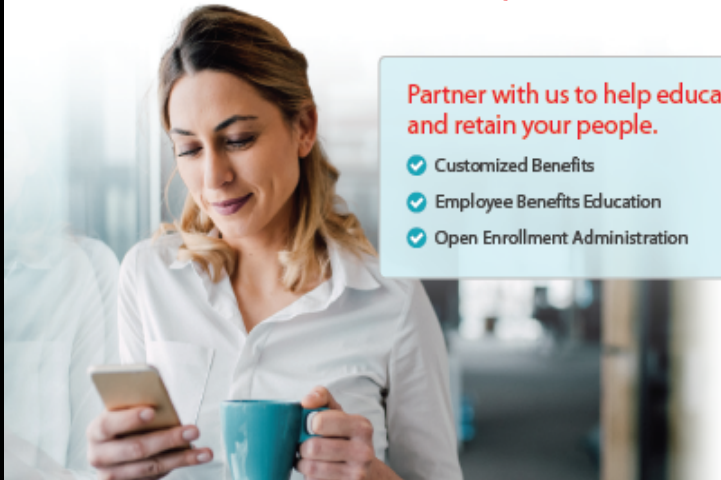
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