

ARIZONA DEPARTMENT OF ADMINISTRATION
HUMAN RESOURCES PROFESSIONAL DEVELOPMENT – MORNING TRAINING
2014 SCHEDULE

8:30 a.m. to 10:00 a.m. with networking from 8:00 a.m. to 8:30 a.m.
ADOA, 100 N. 15th Ave., Phoenix, Arizona 85007 – Room 300 (unless otherwise noted)

DATE	HRIS COURSE NUMBER	TOPIC	PRESENTER
January 23, 2014	MTS060	What You Need to Know When an Active State Employee Passes Away	The Hartford Insurance and Barbara Bratcher, Executive Consultant Vicky Rokkos, HR Operations Manager Stu Wilbur, GAO Payroll Manager Arizona Department of Administration
February 27, 2014	MTS061	Conversation, Connection, Commitment: The Art of Engaging Employee Performance	Marnie Green, Principal Consultant Management Education Group
March 27, 2014	MTS062	EQ for HR Using Emotional Intelligence to Foster a Thriving Workforce	Michelle Sterling, M.S. CPLP VisActiva Learning
April 24, 2014	MTS063	Presentations Skills	Greg Carmichael, Class/Comp Manager Arizona Department of Administration
May 22, 2014	MTS064	Americans with Disabilities Act / Case Law	Marie Jo O'Neill U.S. Equal Employment Opportunity Commission
June 26, 2014	MTS065	Microinequities in the Workplace	Jan Plank, Career Center Manager Emilio Velez, Equal Opportunity Manager Arizona Department of Administration
July 24, 2014	MTS066	Succession Planning: The Sequel	Patrick Ibarra, Co-Founder and Partner The Mejorando Group
August 28, 2014	MTS067	Cyberbullying, Sexting and Contemporary Harassment in Today's Workplace: Important Legal Lessons from the Big Bang Theory of Modern Workplace Relationship	Christopher Mason, Shareholder Polsinelli Shughart
September 25, 2014	MTS068	TBA	Laurent Badoux Shareholder, Greenberg Traurig, LLP
October 23, 2014	MTS069	Position Statements 101 and Beyond: Providing Smart and Effective Responses to EEOC/ACRD Charges of Discrimination	Melanie V. Pate, Partner Lewis Roca Roghgerber LLP
November 20, 2014	MTS070	Laughter in the Workplace	Cheyenne Autumn United Healthcare
December 18, 2014	MTS059	Employment Law Update	Dennis Carpenter, Chief Counsel, Employment Law Section Arizona Attorney General Office

To register for a session, please go to www.yes.az.gov and log on to YES. Click on EMPLOYEE TRAINING, then on REGISTRATION BY CATEGORY. Select the ADOA MORNING MEETINGS link and click on the desired course number. You may also RSVP to Camille Lawrence at 602-364-3461.

Persons with a disability may request a reasonable accommodation by contacting the ADOA Human Resources Office at 602.364.3461. Requests should be made one week in advance to allow time to arrange the accommodation.