



# THE CERTIFICATE IN EMPLOYEE BENEFITS LAW<sup>SM</sup> SEMINAR

**An Information-Packed 4½ Day Seminar That Covers All Important Aspects Of Employee Benefits Law**

- Critical information and insights you need to confidently function at your best.
- Raise your competency and increase your confidence.
- The finest faculty in the country. Talented teachers...experienced, responsive.
- Great opportunity to network and share experiences with other participants.
- Earn the Certificate in Employee Benefits Law that attests to the body of knowledge and skills acquired.



Atlanta, Georgia  
April 20 - 24, 2020



Orlando, Florida  
July 13 - 17, 2020



Las Vegas, Nevada  
October 5 - 9, 2020

**"IAML once again surpassed my expectations. The seminar was awesome and the degree of information presented to our group was so valuable. I applaud IAML for finding the experts in the various fields and making them available to us. I can hardly wait until the next seminar!"**

Bianca Olivarría  
HR Technician & Disability Management Specialist  
Imperial Irrigation District  
Imperial, California

**"All compensation and benefits professionals should consider this seminar. There is a large volume of valuable information presented in an effective, dynamic setting. The speakers are certainly well-equipped and are very attuned to the needs of the class members."**

Todd Hanson, PHR  
Director, Human Resources Operations  
Printpack, Inc.  
Atlanta, Georgia



2020

The Certificate in  
Employee Benefits  
Law<sup>SM</sup> Seminar

Atlanta, Georgia  
April 20 - 24, 2020

Orlando, Florida  
July 13 - 17, 2020

Las Vegas, Nevada  
October 5 - 9, 2020



**INSTITUTE FOR APPLIED MANAGEMENT & LAW, INC.**

450 Newport Center Drive, Suite 390

Newport Beach, CA 92660

Telephone: (949) 760-1700

Facsimile: (949) 760-8192

www.**IAML**.com



The Certificate in Employee Benefits Law<sup>SM</sup> Seminar enjoys a well-earned reputation as the “complete” benefits law program for today’s employee benefits professionals.

This 4½ day seminar provides current, practically-oriented, and detailed information on all significant employee benefits law issues, directives and regulations.

Both experienced and less experienced employee benefits and human resources management professionals find this program delivers the depth and breadth of benefit coverage they require in virtually every aspect of retirement plans, special benefit issues and welfare benefit plans.

Consider that this program provides:

- A thorough presentation of benefit statutes and regulations from the “alphabet soup” of ERISA, COBRA, FMLA, GATT, IRS, DOL and more; to the detail surrounding the HIPAA guidelines; to the demands and impact of Sarbanes-Oxley and corporate business ethics; and much more.
- Instruction from IAML’s nationally renowned benefits faculty; the highly qualified and experienced presenters (all of whom are practicing attorneys) share their insight, guidance, and savvy on all significant benefits law issues.
- Complete, comprehensive, up-to-date set of materials serving as course working manuals and desktop references.

These enjoyable seminars have it all...timely, comprehensive content; experienced and talented presenters; detailed, extensive materials; and attractive, convenient locations. And by participating in this 4½ day seminar you will earn IAML’s prestigious Certificate in Employee Benefits Law. We hope that we can look forward to your participation.

Sincerely yours,

Robert M. Lee  
Executive Director

This 4 1/2 day seminar has been approved for 29.75 credit hours towards aPHR, PHR, SPHR and GPHR recertification through the HR Certification Institute. The use of the HRCI seal confirms that this activity has met HR Certification Institute’s<sup>SM</sup> criteria for recertification credit pre-approval.

The Institute for Applied Management & Law, Inc. is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CP<sup>SM</sup> or SHRM-SCP<sup>SM</sup>. Earn 29.75 PDCs by attending this 4½ day seminar.

This seminar is approved for Continuing Legal Education by many states, including California and Pennsylvania. This program has been submitted to other states including Ohio, Arkansas, Georgia, Mississippi, Missouri, North Carolina, Tennessee, Vermont, Wisconsin.

# Objectives and Features

of the Certificate in Employee Benefits Law<sup>SM</sup> Seminar

## OVERVIEW OF SEMINAR

The Certificate in Employee Benefits Law<sup>SM</sup> Seminar is a 4½ day program that is designed to be the most comprehensive and practical seminar available in its field. The seminar covers employee benefits issues that arise in the design and administration of employee benefit plans, the management of their assets, controversies between plan sponsors, trustees, participants and the numerous government agencies that regulate these plans. The accelerating changes in the legal environment, coupled with the complex, technical nature of the laws and regulations and increasing governmental scrutiny, make it extremely difficult to keep current in this field.

This seminar addresses this need by providing participants with insights into the many regulations, laws and their requirements, the governmental agencies which administer and enforce those laws, and the litigation and court opinions resulting from the enforcement efforts of these agencies, as well as private causes of action to enforce the provisions of these laws. The goal of this seminar is to improve the participant's ability to identify and limit risks to their organization in dealing with employee benefit plans and to provide "best practices" insights. The program is sponsored and designed by the Institute for Applied Management & Law, Inc. in consultation with attorneys from leading law firms who regularly advise and represent a broad range of plan sponsors and plan fiduciaries in their dealings with employee benefit plans.

## PROGRAM OBJECTIVES

The 4½ day Certificate in Employee Benefits Law<sup>SM</sup> Seminar is designed to give participants the practical information they need to be more effective professionals. This is accomplished by providing the following:

- A comprehensive understanding of the requirements of federal and state laws and regulations relating to the administration of employee benefit plans and the management of their assets and how they affect plan sponsors, plan fiduciaries, and plan service providers.

- The basic skills to administer employee benefit plans and manage their assets pursuant to the current requirements of the law; to recognize and avoid problem areas and to cope with regulatory requirements; to respond appropriately to compliance complaints; and to minimize the possibility of expensive and time-consuming litigation.
- Information regarding current regulatory, litigation, and legislative developments and trends in the employee benefits field which will enable participants to make important contributions to the administration and management of employee benefit plans performed by their organizations, and to anticipate and cope with the ever-emerging regulatory and enforcement developments in these critical areas.

## BENEFITS

By participating in the Certificate in Employee Benefits Law<sup>SM</sup> Seminar you will:

- Learn the "best practices" in this complex field, including recent developments
- Improve your on-the-job skills immediately
- Increase your confidence in dealing with the complex area of employee benefits
- Reduce your organization's exposure to expensive and time-consuming litigation
- Update your information and knowledge in a rapidly changing field of law
- Have all your employee benefits law questions answered by highly experienced attorneys and consultants
- Increase your value to your organization
- Meet and exchange ideas with colleagues in a stimulating environment
- Earn an important credential... The Certificate in Employee Benefits Law<sup>SM</sup>...from a highly respected organization... The Institute for Applied Management & Law, Inc.

## SEMINAR FORMAT

**BLOCK I** 2 Days  
Monday & Tuesday  
**Retirement Plans**

**BLOCK II** 1 Day  
Wednesday  
**Benefit Plan Claims, Appeals and Litigation Tips and Traps**

**BLOCK III** 1½ Days  
Thursday & Friday  
**Health Care Reform and Other Welfare Benefit Plan Issues**

## SEMINAR FEATURES

### Seminar Structure

The Certificate in Employee Benefits Law<sup>SM</sup> Seminar is comprised of three "blocks" of instruction which are presented on 4½ consecutive days. Participants are encouraged to register for the entire program; however, registrations for only one or two of the blocks are accepted.

### Extensive Materials

The Certificate in Employee Benefits Law<sup>SM</sup> reference materials are specially prepared for this seminar and are completely current. The materials are used during the seminar and serve as valuable desktop manuals on the job.

### Certificate Awarded

The Certificate in Employee Benefits Law<sup>SM</sup> is awarded when a participant attends all three blocks of the seminar. No examinations are given. Certificates are mailed two to four weeks after the end of each program. NOTE: If you complete only one or two blocks you can still receive a certificate if you complete the remaining block or blocks within a two-year period. All blocks need not be completed at the same location.

### Renowned Instructors

All seminar block leaders are nationally renowned employee benefits law attorneys from leading law firms who have extraordinary backgrounds, extensive practical experience and a demonstrated ability to teach the material in an interesting manner.

### Personal Interaction

Faculty members encourage questions from participants. All your questions will be answered during the ample time provided during sessions, at breaks, lunches and after the sessions. The collegial atmosphere fosters the sharing of ideas and experiences among participants.

"The program was one of the best I have ever attended. Discussing tax codes could be a very boring topic, but the presenters' enthusiastic approach and explanations made me excited to learn more."

Cheryl Flynn  
Human Resources Director  
Wiley Rein LLP  
Washington, D.C.

"Both instructors were clearly knowledgeable and informed on the latest developments."

Julie M. Lindstrom  
Human Resources Specialist  
Fluor Hanford  
Richland, Washington

"I really enjoyed the class. I appreciated Tom Schendt's teaching styles and how he involved everyone in the class and made it interactive. He certainly succeeded in making a potentially boring subject quite fun."

S. Greg Robinson  
Human Resources and Safety Manager  
Suominen Nonwovens  
Bethune, South Carolina

"Great material, great pacing, super instructors. A true A+."

Sonja Wendt  
Benefits Specialist  
Jet Propulsion Laboratory  
Pasadena, California

"George Cicotte did a great job!"

Carolyn Phifer  
Human Resources Manager  
Lowe's Companies, Inc.  
Gainesville, Georgia

## Who Should Attend

401(k) Programs Manager  
Actuarial Analyst  
Associate General Counsel, Employee Benefits  
Bank Trust Officer  
Benefits & Strategy Design Manager  
Benefits & Tax Attorney  
Benefits & Wellness Manager  
Benefits Administrator  
Benefits Advisor  
Benefits Broker  
Compensation & Benefits Analyst  
Corporate Benefits Manager  
Certified Public Accountant  
Employee Benefits Account Manager  
Employment & Benefits Coordinator  
ERISA Attorney  
Health & Welfare Benefits Manager  
HR Compliance Representative  
HR Payroll & Benefits Manager  
Human Resources Generalist  
Human Resources Services Manager  
Insurance Manager  
Partner, Health Benefits Practice  
Payroll Manager  
Pension Benefits Officer  
Plan Administrator  
Plan Asset Administrator  
Plan Fiduciary  
Registered Investment Manager  
Retirement Benefits Manager  
Retirement Consultant  
Retirement Plan Compliance Manager  
Retirement Plan Trustee  
Risk Manager  
Shared Services Manager  
Total Rewards Manager  
Vice President, Benefits & Compensation  
Vice President, Human Resources

**“Dominic DeMatties brought a great energy and wealth of knowledge. I appreciated the real-life examples and application. Ashley Gillihan was also great. He spoke my “visual” language and was very knowledgeable and engaging.”**

Joyce Duffey  
Benefits Manager  
Mondi Bags  
Atlanta, Georgia

# SEMINAR CONTENT The Certificate In Employee Benefits Law<sup>SM</sup>

## Block I: Retirement Plans Monday & Tuesday

### Overview of the Statutes and Regulatory Agencies Governing Retirement Plans

- The Alphabet of Laws (ERISA, ADA, COBRA, FMLA, GATT, USERRA, HIPAA and EGTRRA) and agencies (IRS, DOL, EBSA, PBGC, EEOC, SEC and HCFA)
- ERISA Title I and Title II and the division of authority between the IRS, the Department of Labor and the PBGC

- Overview of plan types and qualification requirements

### Fiduciary Rules and Investing Plan Assets

- Overview of prohibited transactions, exemptions, penalties and corrections
- Participant investment direction-Is 404(c) worth all the trouble?
- Participant investment direction in an up and down market
- When investments go bad, who is liable?
- Plan fiduciaries, cofiduciary liability and the liability of service providers
- Paying expenses from plan assets
- Why is the DOL so interested in proxy voting?
- The lessons being learned from Enron
- Investment of education versus advice

### Nondiscrimination Testing for Retirement Plans

- Overview of nondiscrimination testing of participation, benefits, and contributions
- Controlled groups rules
- Highly compensated employee definition
- Coverage rules (Code Section 410(B)), including QSLOBs
- Nondiscriminatory Contributions (Code Section 401(A)(4))
- Safe harbors and general rules for contributions
- Testing benefits, rights, and features
- Cross testing and age weighted profit sharing plans

- 401(k) and 401(m) testing and safe harbor plans
- Dealing with failed 401(k) and 401(m) testing

### Plan Administration

- Day-to-Day Challenges of Plan Administration
- Participant loans
- QDROs
- Salary deferrals and catch-up contributions
- Paperless administration
- Sarbanes-Oxley and blackout periods
- ERISA Section 204(h) notices
- Suspension of benefits provisions

### Plan Distributions

- When can participants take money out of the plan?
- Withholding and rollovers
- Consent rules
- Joint and survivor rules
- Hardship distributions
- Code Section 411(d)(6) Anti-cutback rules and elimination of distribution methods
- Minimum required distributions at age 70½
- Retroactive annuity starting dates

### Plan Audits and IRS and DOL Voluntary Compliance Programs

- Plan Qualification: What is it?
- What happens if a plan is disqualified?
- IRS audit targets
- Correcting errors under IRS compliance programs
- Correcting errors discovered by IRS in an audit
- Late forms filing and how to resolve
- Voluntary Fiduciary Correction Program
- Compliance audits/compliance controls

### Early Retirement Incentive Programs

- Designing the program to achieve goals
- Designing the program to comply with ADEA waiver rules
- Designing to comply with 401(A)(4) rules for retirement early windows
- What the courts are telling us about early retirement windows and ADEA waivers

## Government and Nonprofit Employers – Qualified and Nonqualified Plans

- Who is the employer? How controlled group rules apply to government and nonprofit employees
- Qualification standards for government plans
- Code Section 403(B) plans-contribution limits and IRS audit and voluntary correction programs
- Eligible and Ineligible Code Section 457 plans

## Block II: Benefit Plan Claims, Appeals and Litigation Tips and Traps Wednesday

### ERISA Compliance

- Learn which plans ERISA covers
- How to deal with state-law requirements
- Plan documentation and reporting obligations to participants and the government
- Administering benefit claims
- Making your administrative decisions bullet-proof
- Learn about new ERISA developments and how they impact your plan
- Managing your plans to mitigate the risk of fiduciary liability under ERISA
- Understanding and satisfying fiduciary obligations
- Identifying and investing plan assets
- Protecting your plan's right to reimbursement
- Avoiding the anti-cutback rule

### ERISA Litigation Advantages

### ERISA Litigation Hot Topics

## Block III: Health Care Reform and Other Welfare Benefit Plan Issues

Thursday & ½ day Friday

### ERISA Compliance for Health & Welfare (H&W) Plans: A Hands-On Discussion for Employers and Plan Administrators

- Which welfare plans are subject to ERISA
- Reporting requirements (Form 5500)
- Disclosure requirements (SPD, SMM, etc.)
- Electronic SPDs
- Plan funding rules
- Trust requirements
- What funds are plan assets
- Cafeteria plan trust moratorium
- Fiduciary Obligations
- Prohibited transaction issues
- DOL claim procedure requirements
- ERISA 510 claims
- Impact of ERISA on claims litigation
- Preemption and state law regulation

### Health Care Reform: A Walk Through of Compliance Requirements Every Employer Needs to Know

- Introduction to the Affordable Care Act (ACA) Compliance Mandates
- Play or Pay and the Employer Obligation to Extend Health Coverage
- Cadillac tax and How to Avoid It
- ACA Reporting
- New developments and issues under the Trump Administration

### HIPAA Privacy Overview

- Privacy issues for health plan sponsors
- Business associate contract requirements

### The H & W Plan Alphabet

- Impact of employment nondiscrimination laws on H & W benefits
- Age Discrimination (ADEA)
- Genetic Information Nondiscrimination Act (GINA)
- Pregnancy Discrimination Act
- Americans With Disabilities Act
- Family and Medical Leave Act (FMLA)
- Military leave (USERRA)
- QMCSOs
- Health plan mandates
  - Mental Health Parity
  - Medicare Secondary
  - Cancer Rights Act

### Cafeteria Plan Issues

- Cafeteria plan basics
- Which benefits can be pre-taxed
- Who can participate
- The irrevocable election rule and change in status exceptions
- Health and Dependent Care FSAs
  - Which expenses qualify
  - Claim substantiation rules

### Introduction to Private Exchanges and Consumer Driven Health Care

- Health Savings Accounts (HSAs)
- Introduction to HRA rollover accounts
- What's a Private Exchange and Why Do I Need One

### COBRA

- COBRA basics
- What the courts are telling us
- Forms and procedures

IAML RESERVES THE RIGHT TO MODIFY CURRICULUM AND TO CHANGE INSTRUCTORS WHEN SUCH CHANGES ARE ADVISABLE FOR ACADEMIC REASONS, OR WHEN CIRCUMSTANCES ARE BEYOND OUR CONTROL.

## PROFESSIONAL EDUCATION

### Human Resource Certification Institute (HCRI)

This seminar has been approved for 29.75 (general) recertification credit hours toward aPHR, PHR, SPHR, and GPHR recertification.

### Society for Human Resource Management (SHRM)

The Institute for Applied Management & Law, Inc. is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CP<sup>SM</sup> or SHRM-SCP<sup>SM</sup>. Earn 29.75 PDCs by attending this 4½ day seminar.

### International Foundation of Employee Benefit Plans

Earn 29.75 Continuing Education Credits towards CEBS recertification

### Continuing Legal Education Units

IAML is designated as an approved provider of professional training for the states of California and Pennsylvania. This 4½ day activity has been approved for Minimum Continuing Legal Education credits by the State Bars of California and Pennsylvania in the amount of 29.5 credit hours.

**Other States:** This seminar has been approved for CLE credits in many other states. Please call IAML to see if your state has been approved for CLE this year. IAML requests 45 days prior notification that you wish such credit. An additional charge may be involved.

**"I thought the program was very helpful. The instructors were knowledgeable, engaged and very approachable."**

Kimberly Smith  
HR/Benefits Specialist  
Mondi North America  
Atlanta, Georgia

**"Leah Singleton has an amazing talent to take content not easily understood and break it down to make it relatable and retainable. She avoided just reading from the slides and apply it to current scenarios a leader could face at work."**

Tamara Webb, PHR  
Pension Manager  
Ingersoll Rand Company  
Davidson, North Carolina

**"The instructors were fantastic, engaging, dynamic and made the topic tangible and fun."**

Deborah Greene  
Sr. Vice President, Human Resources  
Israel Discount Bank of New York  
New York, New York

**"John Hickman gave a great presentation. He was enthusiastic, engaging and made the topics discussed relevant to everyone in attendance."**

Jennie Waski, PHR  
Sr. Benefits Analyst  
Sage Hospitality  
Denver, Colorado

**"Very thorough and covered a lot of area!"**

Tobi Lebowitz, Esq.  
Sr. Corporate Counsel  
KLX, Inc.  
Wellington, Florida

# 2020 Seminar Schedule

	ATLANTA, GEORGIA	ORLANDO, FLORIDA	LAS VEGAS, NEVADA
Locations	<p><b>April 20 - 24, 2020</b> W Atlanta Buckhead (678) 695-9068</p> 	<p><b>July 13 - 17, 2020</b> Marriott Orlando World Center (407) 239-4200</p> 	<p><b>October 5-9, 2020</b> Harrah's Las Vegas (800) 214-9110</p> 
Faculty	<p><b>Block I: April 20-21 Retirement Plans</b> Dominic DeMatties, Partner Alston &amp; Bird LLC</p>	<p><b>Block I: July 13-14 Retirement Plans</b> Leah Singleton, Counsel Thompson Hine</p>	<p><b>Block I: October 5-6 Retirement Plans</b> Thomas Schendtr, Counsel Alston &amp; Bird LLC</p>
	<p><b>Block II: April 22 Benefit Plan Claims, Appeals and Litigation Tips and Traps</b> George Cicotte, Founder The Cicotte Law Firm</p>	<p><b>Block II: July 15 Benefit Plan Claims, Appeals and Litigation Tips and Traps</b> George Cicotte, Founder The Cicotte Law Firm</p>	<p><b>Block II: October 7 Benefit Plan Claims, Appeals and Litigation Tips and Traps</b> George Cicotte, Founder The Cicotte Law Firm</p>
	<p><b>Block III: April 23-24 Health Care Reform and Other Health and Welfare Benefit Plan Issues</b> Ashley Gillihan, Counsel and John Hickman, Partner Alston &amp; Bird LLC</p>	<p><b>Block III: July 16-17 Health Care Reform and Other Health and Welfare Benefit Plan Issues</b> Ashley Gillihan, Counsel Alston &amp; Bird LLC</p>	<p><b>Block III: October 8-9 Health Care Reform and Other Health and Welfare Benefit Plan Issues</b> John Hickman, Partner Alston &amp; Bird LLC</p>
Hotel & City Information	<p>See and be seen at W Atlanta – Buckhead, our totally transformed hotel on the cutting-edge of style located in Buckhead, Atlanta. Mix and mingle in the Living Room where weekly Happenings set the stage for a night out in the ATL. Be on the lookout for custom murals throughout the hotel by top local visual artists. Turn it up to twelve at Whiskey Blue, Buckhead's hottest rooftop bar with city views and a brand-new look. When you're ready for a cool down, check out the infinity-edge WET Deck pool overlooking Peachtree Street. Feel the burn at FIT before retreating to your reimagined guestroom that feature artful design, city views and amenities like Nespresso machines and fully stocked Munchie Bar. Take Buckhead by storm from W Atlanta – Buckhead, walkable to high-end shopping destinations and stellar dining.</p>	<p>Experience a world of possibilities when staying at Orlando World Center Marriott. The hotel offers amazing on-site amenities, as well as a shuttle service to Walt Disney World®. Make a splash at Falls Pool Oasis, featuring two 200-foot waterslides, a 90-foot speed slide, kid's splash park and a nightly laser light show. Enjoy a round of 18 holes at the championship golf course, or improve your swing at Jack Nicklaus Academy, relax with a massage at the full-service spa or take advantage of the state-of-the-art fitness center.</p>	<p>At fun, friendly and action-packed Harrah's Las Vegas, you're always comfortable and welcome! At its location in the heart of the Las Vegas strip, you'll find a host of Las Vegas entertainment that extends throughout and beyond the gaming floor. Our new modern Valley Tower rooms have just what you're looking for to stay and play at Harrah's Casino Las Vegas! For those looking for a bite to eat, Harrah's Las Vegas is home to a variety of Las Vegas restaurants such as the unpretentious down-home cooking and laid back fun found at Toby Keith's I Love This Bar &amp; Grill while Ruth Chris Steakhouse sets the scene for an elegant dinner. For seafood lovers, enjoy a meal at the Oyster Bar Las Vegas serving high-quality, fresh seafood including fresh-off-the-dock oysters. Looking for a quick bite, try the Fulton Street Food Hall offering a chef-driven assortment of items.</p>

# Faculty Biographies

A faculty of leading employee benefit law attorneys teach the Certificate in Employee Benefits Law<sup>SM</sup> Seminar at each location. They are acknowledged experts in the subjects within their blocks and are excellent presenters.

## George F. Cicotte



is the founder and owner of The Cicotte Law Firm. Before establishing his firm, he practiced in Washington D.C. with one of the nation's preeminent law firms. His broad employee benefits practice involves such diverse issues as labor relations, tax, privacy, employment and fiduciary

responsibility. In addition to providing advice and counsel, he frequently defends ERISA lawsuits. He has spoken throughout the country for entities including SHRM, the Western Pension and Benefits Conference and The National Employer Conference. He earned his J.D. at Brigham Young University and his B.A. at the University of Pennsylvania.

## Dominic DeMatties



is a partner with Alston & Bird's Employee Benefits & Executive Compensation Team in Washington, D.C. where he focuses on the design and compliance of qualified and nonqualified deferred compensation plans. He has significant practical and policy experience related to 401(k)

plans, employee stock ownership plans (ESOPs) and defined benefit plans. Before joining Alston & Bird, he served as an attorney-advisor in the Office of the Benefits Tax Counsel and Office of Tax Policy at the U.S. Department of the Treasury. He received his B.A. from State University of New York at Geneseo, his M.S. from Rochester Institute of Technology and J.D. from Georgetown University.

## Ashley Gillihan



is a member of Alston & Bird's Employee Benefits and Executive Compensation Group. He has 20+ years of experience counseling employers, insurance carriers and service providers on a wide range of compliance and litigation issues affecting health and welfare employee benefit plans. He

also has extensive experience assisting financial institutions and insurance companies who serve as Health Savings Account trustees or custodians. He is active in publishing and speaking on various health and welfare benefit plan related topics and serves as a technical advisor for several health and welfare benefit plan focused organizations. His J.D. is from Samford University's Cumberland School of Law.

## John R. Hickman



is a partner in the Employee Benefits Practice Group with Alston & Bird. He received his law degree from Emory University School of Law, graduating with distinction, where he received the Order of the Coif Award. He is a pioneer in compliance issues for employer sponsored health plans. His

25+ years of experience with HSAs, consumer directed health care and HIPAA enable him to spot issues and opportunities that save his clients money and avoid long-term administrative headaches. As author of major treatises on health care related issues, he practically wrote the book on health benefits compliance. He has been an IAML instructor for more than 20 years.

## Emily Hootkins



is a senior associate in the Atlanta office of Alston & Bird, where she focuses her practice on the defense of employee benefits disputes and counseling plan sponsors and fiduciaries on regulatory compliance issues and litigation avoidance strategies. She has extensive experience defending ERISA

lawsuits, including class actions involving employer stock, service provider

fees, plan investments, benefit terminations, retiree health and welfare benefits, private ESOP transactions, and severance matters. She regularly advises clients on individual benefit claims, both during the administrative review process and litigation; and frequently represents clients in government investigations for civil and criminal violations of ERISA. She has been named a Super Lawyers Rising Star for Employee Benefits in Georgia every year since 2016. She received her J.D., cum laude, from Harvard Law School.

## Thomas G. Schendt



is Counsel in the Washington, D.C. office of Alston & Bird. Previously, he worked for the Internal Revenue Service, where he assisted in the coordination of national employee benefits litigation, including plan disputes and compliance initiatives.

He has lectured frequently and published numerous articles on employee benefits topics. He serves on the editorial boards for BNA's Daily Tax Report and Pension and Benefits Reporter. He has coordinated more than 50 IRS and DOL audits and investigations. He received his J.D. from Marquette University Law School. He has been teaching IAML courses for over 20 years.

## Leah Singleton



As Counsel in the Atlanta office of Thompson Hine, Ms.

Singleton advises clients on all aspects of employee benefits and executive compensation plans, including their design, implementation, maintenance, correction and termination, as well as ongoing compliance with applicable laws. She advises on pension plan funding, withdrawal issues for multi-employer plans, de-risking of pension plans, and other retirement plan compliance issues triggered by business reorganizations, plan funding, bankruptcy and reductions-in-force. In addition, she advises buyers and sellers on benefit plan issues in corporate transactions such as mergers and acquisitions, stock purchases and asset purchases, including controlled group and affiliated service group issues, impacted benefits, plan consolidations, plan terminations and plan asset transfers. She received her J.D. from Mercer University School of Law.



## Outstanding Faculty

Popular instructor, John R. Hickman (right), partner in the law firm of Alston & Bird, with recent seminar attendees. Mr. Hickman is a featured speaker in IAML's Atlanta and Las Vegas programs and in IAML's Employee Benefits Law Update Seminar.

## About IAML

The Institute for Applied Management & Law, Inc. (IAML) produces practically-oriented seminars for professionals requiring timely and accurate information in employee benefits law, human resource management and employment law.

Founded in 1979, IAML is the nation's leading producer of practical and comprehensive law seminars. More than 80,000 people from thousands of organizations have participated in IAML programs.

Based in Newport Beach, California, IAML works closely with leading law firms and practitioners across the country. In addition to the Certificate in Employee Benefits Law<sup>SM</sup> Seminar, IAML offers the following:

- 2020 Employee Benefits Law Updates – 17th Annual Advanced Seminars
- The Certificate in Employee Relations Law<sup>SM</sup> Seminar
- 2020 Employment Law Updates – 39th Annual Advanced Conferences
- The Certificate in Essentials of Human Resource Management<sup>SM</sup> Seminar
- The Certificate in Conducting Lawful Workplace Investigations<sup>SM</sup> Seminar
- In-House Training Programs

**“The instructors did a fantastic job of presenting the information and maintaining participant engagement.”**

Sandy Lovett  
Human Resources Program Manager  
Thiele Kaolin Company  
Sandersville, Georgia

## Partial List of Organizations Sponsoring Participants

Abbott Laboratories	Cummins, Fleetguard	LM Wind Power Blades Inc.	Silgan Holdings Inc.
Admiral Insurance Co.	CWS Capital Partners LLC	Lockheed Martin Corporation	SilverStone Group
Aerospace Corporation (The)	Cyberonics	Los Alamos National Laboratory	Sinclair Oil Corporation
Akron Children's Hospital	Cypress Semiconductor Corp.	Loyola College in Maryland	Smith & Nephew, Inc.
Alaska Native Tribal Health Consortium	Dako North America	Lynn Insurance Group	Smithfield Foods, Inc.
Allegiant Air, LLC	Dallas Fort Worth International Airport	Main Line Health	Smithfield Packing Co., Inc.
Alpha Natural Resources	DB Schenker	MacLennan & Bain Insurance	SOC LLC Hawthorne
Alpha Packaging	Deere & Company	Major Tool & Machine, Inc.	Societe Generale
Alyeska Pipeline Service Co.	Delta Dental of Oklahoma	MAPEI Corporation	Society of Manufacturing Engineers
American Family Mutual Insurance	Deltic Timber Corporation	Mayo Clinic	SonicWALL, Inc.
American Showa	Denver Broncos Football Club	McCain Foods USA, Inc.	Southboro Medical Group
Ameristar Casino, Inc.	Deseret Mutual Benefits Administrators	McConnell Valdes LLC	Southeastern Freight Lines, Inc.
Amerisure Insurance Co.	Direct General Corporation	McDonald's Corporation	Southern California Edison Co.
Ameritech	Dollar General Corporation	McNeil Technologies	Southern California Permanente Medical Group
Amtrak	Duke Endowment	MDU Resources Group, Inc.	Southern Company Services
Arcadia Retirement Residence	E Networks	Medical Mission Sisters North America	Spectra Energy
Arctic Slope Native Corporation	Eastern Band of Cherokee Indians	Medico Insurance Co.	St. Jude Children's Research Hospital
Arizona Chemical Company	Eberline Services Hanford, Inc.	MedStar Health	St. Luke's Hospital
Arizona Public Service Co. (APS)	EchoStar Communications Corp.	Miami Children's Hospital	State Farm Insurance Companies
Army & Air Force Exchange Service	Elder Care Alliance	MidFirst Bank	State of Georgia
Atlas Pacific Engineering	EMC Corporation	Missoula Federal Credit Union	State of Montana
Atlas Roofing Corporation	Emerald Coast Utilities Authority	MMM Healthcare Inc.	Sterling Jewelers Inc.
Auburn University	Emerald Queen Hotel & Casinos	MPC Products Corporation	Sterling Savings Bank
Authentic Specialty Foods, Inc.	Employers Mutual Companies	National Education Association	Stew Leonard's
Automobile Club of Southern California	Energy Northwest	National Retail Systems	Stewart & Stevenson
B/E Aerospace, Inc.	Everbank	Nationwide Mutual Insurance	StoneRiver, Inc.
Bacardi Bottling Corporation	Federal Reserve Bank, Atlanta	Navistar International Corporation	Stormont-Vail HealthCare
Base Technologies, Inc.	Federal Reserve Bank, Dallas	Navy Exchange Service Command	Stowers Institute for Medical Research
Bashas' Inc.	Federal Reserve Bank, New York	Nestle USA	STP Nuclear Operating Company
BayCare Health Systems	Federal-Mogul Corporation	NetJets Inc.	SullivanCurtisMonroe Insurance Services
Baylor College of Medicine	Feed the Children	NeuStar, Inc.	Sun Mountain Lumber Inc.
BBA Aviation Shared Services, Inc.	Fidelity Investments	New York State Nurses Association	Sun National Bank
Bechtel Corporation	Fieldstone Communities, Inc.	Newmont Mining Corporation	Sunrise Senior Living
Beckman Coulter, Inc.	First Republic Bank	NMB (USA), Inc.	Superior Essex
Benton Public Utilities District	FirstEnergy Corporation	Nordstrom, Inc.	Susquehanna Bancshares, Inc.
Big Lots, Inc.	Florida International University	Norfolk Southern Corporation	Syngenta Crop Protection, Inc.
Black Hills Corporation	Fluor Corporation	North American Energy Alliance	Sypris Solutions
Blue Ridge Electric Membership Corp.	GAIAM, Inc.	North Middlesex Regional School District	Tamko Building Products, Inc.
Boar's Head Provisions Co., Inc.	GE Aviation	Northern Panhandle Head Start Inc.	Tech Data Corporation
Brandywine School District	GEICO Corporation	Northern Quest Casino	Tiffany & Co.
Braun Electric Company	General Dynamics C4 Systems	Northrop Grumman	TJX Companies, Inc.
BRE Properties, Inc.	Genworth Financial Inc.	Northwestern Energy	Toyota Material Handling U.S.A.
Bremner Food Group	Georgia Power Co.	Northwestern Mutual Life Insurance Co.	Travis Credit Union
Briggs & Stratton Corporation	Gila River Casino-Wild Horse Pass	OfficeMax, Inc.	TriHealth, Inc.
Brown-Forman Corporation	Globe Wireless	Old Line Bank	TriZetto Group, Inc.
BSN Medical, Inc.	Gordmans, Inc.	Oreck Corporation	Tucson Electric Power Company
Buckeye Technologies, Inc.	Group Voyagers, Inc.	Oregon Farm Bureau Federation	Tybrin Corporation
Bucknell University	Guardian Industries Corp.	O'Reilly Auto Parts	U.S. Department of Energy
C & S Worldwide Holdings, Inc.	Guidance Software, Inc.	Orlando Health	Union Hospital, Inc.
CAE USA	Hannafor Bros. Co.	Panhandle State Bank	UniSource Energy Corporation
California State University at San Marcos	Hannahville Indian Community	Paraprofessional Healthcare Institute	United Nations Federal Credit Union
Camber Corporation	Harry Winston, Inc.	Park Water Company	United States Steel Corporation
Caraustar Industries Inc.	Haskell Company	Payless ShoeSource, Inc.	UnitedHealth Group, Inc.
Cargill, Inc.	Hayes Lemmerz International	Pearson, Inc.	University of California
Carus Corporation	HCDIT Group	Pentec Pension Management	University of Miami
CB & I	Hecla Mining Company	Pepco Holdings, Inc.	University of Nevada, Las Vegas
CarMax	Heinz Frozen Food Company	Perkins Coie, LLP	UNUMProvident Corporation
Cemex Rinker Materials	Highmark, Inc.	PETSMART, Inc.	Utah State University
Centegra Health System	Hillenbrand Industries	PGT Industries	V & M USA Corporation
Central Hudson Gas & Electric	Hitachi Medical Systems America, Inc.	Philadelphia Zoo	Valencia College
CH2M HILL Companies, Ltd.	Home Builders Institute	PNM Resources, Inc.	Vallourec North America
Charleston Area Medical Center	Hornbeck Offshore Services, Inc.	Precision Drilling Oilfield Services	Vertex Inc.
Chelan County Public Utilities District	Howrey Smith Arnold & White	PricewaterhouseCoopers	Ward & Smith, P.A.
Chickasaw Nation	Imperial Capital Bank	Printpack, Inc.	Warner Norcross & Judd LLP
Chippewa Valley Technical College	Inergy Automotive Systems	Promex Technologies, LLC	Washington Savannah River Co.
Choice Hotels International	Ingersoll-Rand Company	Provision Ministry Group	WAWA, Inc.
Chubb Corporation	InterDent Service Corporation	Prudential Retirement	Welch Allyn, Inc.
CITGO Petroleum Corporation	Intermountain Power Service Corp.	Purdue Research Foundation	West Virginia University Medical Corp.
CitiTrends, Inc.	Ion Media Networks	QinetiQ North America Operations LLC	Western Mesquite Mines Inc.
City of Boise	Isle of Capri Casinos Inc.	Quantex Building Products Co.	Western Refining Company
City of Longmont	ITLA Capital Corporation	Quest Diagnostics	White Castle System, Inc.
City of Miami	JM Family Enterprises	R.L. Polk & Co.	White Pine Copper Refinery
City of San Diego	John Deere Company	Radian Group Inc.	Willis Americas
Cleveland Foundation (The)	JT3 LLC	Ralcorp Holdings, Inc.	Windstream Communications
Cliff Castle Casino	Kawasaki Motors Corp., USA	Redlands Community Hospital	WorleyParsons
Coastal Forest Resources Co.	Kennametal Inc.	Regence Group	Zurich North America
Coca-Cola Bottling Co. Consolidated	Kent State University	Reichhold, Inc.	
Colonial Pipeline Company	Klein Tools, Inc.	Reynolds Smith & Hill	
Commerce Energy Group Inc.	Knott's Berry Farm	Robert Wood Johnson Foundation	
Commonwealth Brands, Inc.	Knowledge Learning Corporation	Rockwell Collins, Inc.	
Community Resource Credit Union	Koch Business Solutions	Royal Credit Union	
Computer Services Inc.	Koch-Glitsch, Inc.	RSC Equipment Rental	
Continental Automotive Systems US Inc.	Konecranes, Inc.	Salt River Materials Group	
Continental Tire North America, Inc.	L-3 Communications	Samaritan's Purse	
Corporate Express Inc.	Laclede Gas Company	Sandia National Laboratories	
Corrections Corporation of America	Lake Sunapee Bank	Santee Cooper	
County of Chatham	Land O'Lakes, Inc.	Sedgwick Claims Management	
County of Mohave	Liberty Media Corporation	Seneca Gaming Corporation	
County of Orange	Lifeway Christian Resources	ServiceMaster Company	
Crawford Supply Group	Lindora Inc.	Severn Trent Services	
Cristal Global	Lion Copolymer LLC	Showa Denko Carbon Inc.	

Please note: Due to space limitations we are unable to provide a complete list of participating organizations in this brochure. If you wish to know whether or not others from your organization have previously participated, and do not see your organization listed above, please contact the Institute. Our apologies to those organizations we were unable to list.



# Registration Information

## TO REGISTER

You may register in a Seminar by any of the following methods:

- Register online at [www.IAML.com](http://www.IAML.com)
- Telephone IAML at (949) 760-1700 to reserve space(s).
- Fax the registration form to IAML at (949) 760-8192.
- Mail the registration form to IAML. Institute for Applied Management & Law, Inc. 450 Newport Center Drive, Suite 390 Newport Beach, CA 92660

Confirmations are sent via e-mail. If you haven't received your confirmation within 3 business days please call IAML at (949) 760-1700.

IAML has made arrangements for participants to receive especially attractive room rates at the hotels where the seminars will be held. To reserve a room at a hotel at the special rate, please make your hotel reservations at least 45 days in advance of the seminar and mention that you are participating in an IAML seminar.

Please note: If you experience any difficulty in making your hotel reservation, even within 45 days prior to the program you want to attend, please call IAML. Through IAML's contacts, there is a good possibility that we can help you secure a reservation at the seminar hotel.

A minimum of one half of the total fees due to IAML should accompany your registration, or a Purchase Order Number should be provided. The total fees payable should be received by IAML at least two weeks prior to the seminar. Arrangements such as deferred billing can be made to accommodate special circumstances by contacting us. IAML accepts AMEX, Discover, MasterCard, and VISA.

While registrations may be accepted within the two weeks prior to the beginning of a seminar, we suggest that you call IAML to confirm space availability.

Participants will receive a full refund of any fees paid if IAML receives written notification that they will be unable to attend at least two weeks prior to their program's starting date. Otherwise, participants are liable for the entire fee. Registrants requesting a transfer to another program within this two week period will be charged an additional fee of \$150.00.

Participants may substitute an associate at any time.

## COST/SCHEDULE

The fee for the full 4½ day Seminar is \$2,375.00. The fee includes specially prepared material, coffee breaks and a reception on the first evening.

Registration fees for those wishing to enroll in only portions of the program are:

- Block I \$1,050.00 (Monday and Tuesday)
- Block II \$550.00 (Wednesday)
- Block III \$950.00 (Thursday and ½ Friday)

### Seminar Schedule

Monday through Thursday, 8:00am to 4:00pm  
Friday, 8:00am to 12:00 noon

## DISCOUNTS

Once an organization has registered a representative for any of the 2020 4½-day Certificate in Employee Benefits Law Seminars, subsequent registrants from the same organization are entitled to a discount. A \$200.00 discount will be given for each subsequent 4½ day registrant. A \$50.00 discount will be given for each subsequent partial program registrant.

To receive the discount, participants need not attend the same location or date. Discounts must be requested at the time of registration.

Very attractive discounts are available to organizations which send 5 or more participants to IAML seminars in any 12-month period. Participants do not need to attend the same seminar at the same location or date.

**"I thoroughly enjoyed the seminar. I really appreciated that the instructors allowed participants to ask questions and work through our issues and concerns."**

Sherry Murphy • Senior Human Resources Business Partner  
Barrick Gold of North America, Inc. • Elko, Nevada

# REGISTRATION FORM The Certificate in Employee Benefits Law<sup>SM</sup> Seminar

## I wish to register for the following seminar:

- Atlanta, Georgia** April 20 - 24, 2020
- Orlando, Florida** July 13 - 17, 2020
- Las Vegas, Nevada** October 5 - 9, 2020

**I AM REGISTERING FOR:**  Complete Seminar ONLY the Block(s) indicated\*:  Block I  Block II  Block III

\*Participants may register in one or more blocks, although participation in all three blocks of the 4½ day seminar is recommended.

Name:  Mr.  Ms. \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
Title: \_\_\_\_\_ Bus. Phone: (\_\_\_\_) \_\_\_\_\_ Ext.: \_\_\_\_\_ Fax #: (\_\_\_\_) \_\_\_\_\_  
Employer: \_\_\_\_\_ Employer Address: \_\_\_\_\_ (Please include mail stop if required)  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

NAME AS YOU WOULD LIKE IT TO APPEAR ON CERTIFICATE (FULL SEMINAR REGISTRANTS ONLY): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
I request CLE credit for (State): \_\_\_\_\_ My Bar # is: \_\_\_\_\_

**PAYMENT INSTRUCTIONS** Please make checks payable to IAML. IAML's Federal I.D. Number: 95-3548502

TOTAL FEES DUE: \$ \_\_\_\_\_

- Check in full payment  Deposit check for ½ of full fees due  Bill My Employer  Purchase Order No.
- I wish to pay by credit card, please charge my:  AMEX  Discover  MasterCard  VISA

Cardholder name: \_\_\_\_\_

Card No.: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Please detach and mail to IAML, 450 Newport Center Drive, Suite 390, Newport Beach, CA 92660 or fax to (949) 760-8192.



**INSTITUTE FOR APPLIED MANAGEMENT & LAW, INC.**

The Professional's Choice in Training Since 1979

# THE CERTIFICATE IN EMPLOYEE BENEFITS LAW<sup>SM</sup> SEMINAR



**Atlanta, Georgia**  
April 20 - 24, 2020



**Orlando, Florida**  
July 13 - 17, 2020



**Las Vegas, Nevada**  
October 5 - 9, 2020

**"Without question, THE best seminar I've attended in three decades of practice. Though perhaps not the sexiest of topics, the instructors 'oozed' mastery of their areas, consistently offering engaging dialogue and personal stories seamlessly interwoven with incredibly valuable details and trends – truly bringing the material to life. In particular, Leah Singleton kept us focused and offered incredibly valuable information and insights.**

William Sas, Esq.  
General Counsel  
FGS, LLC  
La Plata, Maryland

**"It was an excellent program. I loved the group interaction. I learned a lot that I was able to bring back with me to my job."**

Jane Daniels  
HR Benefits Manager  
O'Reilly Automotive, Inc.  
Springfield, Missouri

**"It was great learning the information, but also very useful hearing from others attending the class. I learned a wealth of information."**

Brittney Viator  
Benefits Supervisor  
FJ Management, Inc.  
Salt Lake City, Utah

**"The seminar was fun and loaded with important and relevant information. I appreciate that Ashley [Gillihan] pointed out the things that apply to government agencies. It was very interesting to see the contrast between private, state and federal agencies. I feel the information provided is exactly what I needed to understand what my agency needs to comply. Ashley's delivery method was outstanding!"**

Jacklyn Evans  
Human Resources Analyst  
South Florida Water Management District  
West Palm Beach, Florida