



Institute for Applied
Management & Law, Inc.
The Professional's Choice in Training Since 1979



2021 Seminar Information and Schedules

PUBLIC SEMINARS

EMPLOYMENT LAW AND HR MANAGEMENT PROGRAMS

- The Certificate in Employee Relations LawSM Seminar
- 2021 Employment LawSM Updates – 40th Annual Advanced Conferences
- The Certificate in Conducting Lawful Workplace InvestigationsSM Seminar
- The Certificate in Essentials of Human Resource ManagementSM Seminar

BENEFITS LAW PROGRAMS

- The Certificate in Employee Benefits LawSM Seminar
- 2021 Employee Benefits LawSM Updates – 18th Annual Advanced Seminars

- Critical information and insights you need to confidently function at your best.
- The finest faculty in the country. Talented teachers...experienced, responsive.
- Attractive program locations nationwide.
- Collegial, enjoyable training/networking environment.
- Earn a Certificate from IAML along with important Continuing Education credits such as aPHR, PHR, SHRM-CP, SHRM-SCP and Continuing Legal Education.

"IAML puts on some of the best training I have ever attended! You are a great resource."

Matthew Petty, Labor Relations & Development Manager
Tillamook County Creamery Association, Tillamook, Oregon



Earn A Prestigious Credential From IAML
and Continuing Education Credit



Attractive Seminar Locations Nationwide,
Collegial Atmosphere



Learn Best Practices That Will Improve
Your On-The-Job Performance



Institute for Applied
Management & Law, Inc.

450 Newport Center Drive, Suite 390
Newport Beach, California 92660
949-760-1700 www.IAML.com

IAML is pleased to present our 2021 Schedule. This brochure includes information on all of IAML's programs and services. You will find more detailed "downloadable" digital brochures for these programs at www.IAML.com. Please note that IAML also offers as an alternative, the convenience and flexibility of live instructor-led virtual, and on-demand training programs.

For 40 years, IAML's sole focus has been to produce the finest, most current and practically-oriented training programs. We are proud of our reputation, which is based on:

- The relevance of the program content to the participants' on-the-job responsibilities
- Laser focus on content and best practices insights
- Our truly superb faculty (with an average of more than 17 years of experience teaching for IAML)
- The quality of our attendees, and the collegial environment at our programs
- The attractiveness of our program locations
- Our excellent customer service

Whatever your professional goals, IAML has programs that can improve your on-the-job performance. When you invest in IAML training, you can invest with confidence, as tens of thousands of other professionals have done for several decades.

All of IAML's 4½ day seminars have been approved for 29.75 credit hours and 2 day seminars/conferences for 13 hours towards aPHR, PHR, and SPHR recertification credit through the HR Certification Institute; and SHRM-CP and SHRM-SCP credit through the Society for Human Resource Management. All courses are approved for CLE by many states including California and Pennsylvania.

Please note IAML strives to provide the most current content possible. IAML will make changes to the program content to reflect important developments that occur after this brochure is printed.

Certificate in Employee Relations LawSM Seminar

Practical, effective, completely current and comprehensive, with an emphasis on "best practices". This is the original, time-tested (since 1979) Certificate seminar in the employment law field. Extensive materials. Participants rate IAML's highly experienced and gifted faculty as the best in the country. This 4½-day seminar is thorough, fast-paced and enjoyable. This Certificate seminar is a "must attend" for HR professionals, every few years. Tens of thousands of professionals have participated.

4½ day seminar registration fee: \$2,375.00

Partial registration: Block I=\$1,050.00, Block II=\$1,050.00, Block III=\$550.00

PROGRAM CONTENT

Block I: Labor Law in the Union and Non-Union Workplace (Monday – Tuesday)

- Overview of Laws Governing the Employer-Union Relationship
- Achieving and Maintaining a Union-Free Workplace
- Changes in the Law and How they Affect You
- Collective Bargaining
- Strikes and Picketing Activity
- Operating Under a Collective Bargaining Agreement
- Successorship and the Law
- Ending the Union Relationship

"Presenters were excellent and interactive. Very happy with the program, I learned a lot!"

Jennifer Boschi, Crew Relations
Vanguard Group, Inc., Wayne, Pennsylvania

Block II: Employment Discrimination Law (Wednesday – Thursday)

- Overview of legal theories under Title VII and other Civil Rights Acts, including discrimination and harassment based upon race, sex, religion, national origin, age, and disability
- Strategies and Practical Advice for Dealing with Issues Under the Americans with Disabilities Act and the Family and Medical Leave Act
- Developments in the Law Under the Age Discrimination in Employment Act
- Resolving Discrimination Claims Without Litigation
- Litigating Discrimination Claims
- An Examination of Affirmative Action

Block III: Special Issues in Employee Relations Law (Friday morning)

- Wage and Hour Issues
- Wrongful Discharge Litigation
- Employment-Related Tort Litigation
- Alternative Dispute Resolution
- Substance Abuse in the Workplace
- Workplace Privacy Claims
- Protecting Confidential Information

2021 SCHEDULE

Atlanta, GA	April 26 – 30, 2021
Austin, TX	June 21 – 25, 2021
Orlando, FL	July 12 – 16, 2021
Newport Beach, CA	August 16 – 20, 2021
Las Vegas, NV	October 4 – 8, 2021
Chicago, IL	October 25 – 29, 2021
Washington, D.C.,	November 15 – 19, 2021

2021 Employment LawSM Updates – 40th Annual Advanced Conferences



Prominent and very highly-rated employment law attorneys John F. Wymer, III (left) and Raymond M. Deeny.

Attendees tell us this is the best HR program in the country. Why? The updates include 2-days of up-to-the-minute information on all recent, significant employment law developments. Most importantly, the Conferences feature IAML's "all star" faculty (Raymond Deeny, Esq. of Sherman & Howard, John F. Wymer III, Esq. of Thompson Hine), presenters who make learning interesting and fun.

2 day conference registration fee: \$1,575.00

"The Employment Law Update - Advanced Conference is a great way to get up to date information for seasoned HR professionals. For over 20 years I have attended this and other IAML programs and would recommend them to anyone."

Craig Woolcott, Vice President, Human Resources
Engie North America, Houston, Texas

IAML's 2021 redesigned Advanced Employment Law Updates will provide you with the insights, information and best practices that you need to navigate and thrive throughout the current pandemic and all of the myriad of protocols we are all facing in this new dynamic. The Advanced content will target the critical issues of the day:

• The most important and interesting new court decisions in the last twelve months

While our legal system has slowed during the pandemic, our judges and courts have been busy issuing important rulings on a number of legal issues including: Disability Discrimination, Retaliation, FMLA, Harassment, "Leave Issues", Gender Identity and many others. Following the 'Pandemic Lull', now is the time to catch-up on what courts have been doing...not just the rulings themselves, but their practical implications.

• The post-pandemic American workplace

What will it look like, what are the legal implications, operational implications, where can we work, when can we work, how do we work, with whom do we work? Some of these changes are good; but what are the legal and operational implications of work-from-home? Consider: How may workers' compensation, OSHA, attendance, productivity, quality, collaboration, business unit meetings, business travel, harassment, morale, employee recognition, discipline, hiring, performance, employment engagement and more...be monitored, reviewed, controlled and managed...LEGALLY.

IAML's instructors will address these and many other "issues-of-the-day" in their unique, informative, entertaining and practical style.

2021 SCHEDULE

Las Vegas, NV	May 3 – 4, 2021
Nashville, TN	September 20 - 21, 2021
Orlando, FL	October 25 - 26, 2021

Certificate in Conducting Lawful Workplace InvestigationsSM Seminar



Gavin S. Appleby (middle back row), Partner in Littler Mendelson, the featured instructor in the Investigations Seminars, with recent program participants.

This uniquely interactive and comprehensive program provides participants with a framework of legal and best practices knowledge that will give them the confidence, skills and techniques needed to properly conduct an effective investigation. Over the course of 2 days, participants will actively engage in detailed, "real time" investigations with instructor Gavin Appleby, Esq., of Littler Mendelson. Participants will learn how to handle complaints legally by gaining actual experience in interviewing witnesses and evaluating evidence.

Using interactive exercises and drawing on years of practical experience, Mr. Appleby will outline a step-by-step internal investigation process that can be applied in any type of workplace. Content will be updated/modified to reflect developments up to the time of the presentation.

2 day seminar registration fee: \$1,575.00

THE TYPES OF INVESTIGATIONS WILL INCLUDE:

- Sexual Harassment
- Complaints of Discrimination
- Safety Concerns
- Medical Issues
- Uncooperative Employee Witnesses

2021 SCHEDULE

Atlanta, GA	April 26 - 27, 2021
Las Vegas, NV	October 4 - 5, 2021
Chicago, IL	October 25 - 26, 2021

"I really enjoyed the engaging presence of Gavin Appleby, our instructor. I took away a greater knowledge of conducting investigations by the end of the course and have quite a few things to share with my team."

Marci Bennett, Human Resources Generalist
Burning Man Project, San Francisco, California

Certificate in Essentials of Human Resource ManagementSM Seminar



For a comprehensive overview of all facets of human resource management, nothing surpasses this popular seminar. The program provides a balanced and practically-oriented foundation in critical human resource subjects including legal aspects of HR management, hiring strategies, training, and compensation practices. Designed for entry-level HR professionals and anyone seeking a refresher. For more than 30 years, this has been the perfect seminar for anyone needing "one-stop" efficiency to receive a complete grounding in all important facets of human resources management.

4½ day seminar registration fee: \$2,375.00

Partial registration: Block I=\$1,050.00 Block II=\$1,475.00

"The program was excellent! Tons of helpful information that will help sharpen my skills in the HR world. Thank you for the immeasurable knowledge provided."

Tracie Johnson, Human Resources Business Partner
Reliant Rehabilitation, Plano, Texas

PROGRAM CONTENT

Block I: Legal Aspects of HR Management (Monday – Tuesday)

- Employment Discrimination Law
- Kinds of Discrimination
- How Discrimination is Proven
- Specific Laws/Rules Regarding Employment Termination
- Labor Standards Laws
- Labor Law – The National Labor Relations Act
- Potential Personal/Individual Liability of the Manager/Supervisor
- Safety and Security Issues in Today's Workplace
- Employee Selection: Hiring and Interviewing Employees
- Managing, Training and Supervising Employees
- Evaluating/Appraising Employees
- Employee Discharge and Discipline

Block II: Human Resources Management (Wednesday, Thursday, Friday morning)

- Strategic HR Management
- Staffing and Retention
- Talent Management, Performance Management and Development
- Compensation and Benefits
- Risk Management and Worker Protection

2021 SCHEDULE

Las Vegas, NV	May 3 - 7, 2021
Austin, TX	June 21 – 25, 2021
Newport Beach, CA	August 16 - 20, 2021
Washington, D.C.	November 15 - 19, 2021

2021 Employee Benefits LawSM Updates – 18th Annual Advanced Seminars

This 2-day seminar will be a timely, thorough and highly interactive update that analyzes up-to-the-minute issues and developments along with their real-world impact. The seminar explores the highly complex benefits challenges you face and provides techniques for managing and solving problems, liabilities and contradictions they can pose. This seminar is presented by John Hickman, Esq. and Thomas Schendt, Esq. from the prestigious law firm Alston & Bird. A unique feature of this seminar is that registered attendees can pre-submit their real-life issues for the instructors to incorporate into the program.

2 day seminar registration fee: \$1,575.00

"The content and presenters were fabulous, as always!"

Katy Grachek, SPHR, SHRM-SCP, Human Resource Director
Kentucky Employers, Mutual Insurance
Lexington, Kentucky

ADVANCED SEMINAR TOPICS WILL INCLUDE:

- Washington Update: What's New? Recent Guidance and Current Employee Benefit Projects
- Qualified Plans
- Identifying Plan Errors and Developing Solutions to the Errors
- IRS and DOL Audits: How to Manage
- Plan Administrators: Enhancing Communication and Avoiding Pitfalls
- When the Auditors Come Knocking: Top 10 Health Plan Traps to Avoid in 2021
- Health Care Reform Compliance Boot Camp
- Defined Contribution Healthcare in a Post-ACA World: Private Exchange Compliance Issues and Opportunities
- Deja-vu all over again: The Brave New World of Onsite Clinics
- HIPAA Compliance and Big Data Breach: How to Limit Your Exposure
- Wellness Programs and Disease Management: Overcoming Legal Compliance Hurdles
- Discrimination Testing Basics

2021 SCHEDULE

Las Vegas, NV	May 3 – 4, 2021
Atlanta, GA	September 27 – 28, 2021

Certificate in Employee Benefits LawSM Seminar



This 4½-day seminar features current, practically-oriented and detailed information on all significant employee benefits law topics. Features a prestigious faculty of leading attorneys that is highly rated for their knowledge and presentation skills. Participants receive extensive materials and the up-to-the-minute information crucial to their job performance.

4½ day seminar registration fee: \$2,375.00

Partial registration: Block I=\$1,050.00, Block II=\$550.00, Block III=\$950.00

PROGRAM CONTENT

Block I: Retirement Plans (Monday-Tuesday)

- Overview of Statutes and Regulatory Agencies
- Fiduciary Rules and Investing Plan Assets
- Nondiscrimination Testing for Retirement Plans
- Plan Administration
- Plan Distributions
- Plan Audits. IRS/DOL Voluntary Compliance Programs

- Early Retirement Incentive Programs
- Government and Nonprofit – Qualified/Nonqualified Plans

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

- ERISA Compliance
- ERISA Litigation Advantages
- ERISA Litigation Hot Topics

Block III: Health Care Reform and Other Health and Welfare Benefit Plan Issues (Thursday – Friday morning)

- ERISA Compliance for Health & Welfare (H&W) Plans
- HIPAA Privacy Overview
- The H & W Plan Alphabet
- Cafeteria Plan Issues
- Private Exchanges and Consumer Driven Health Care
- Discrimination Testing Basics
- COBRA
- Health Care Reform

2021 SCHEDULE

Atlanta, GA	April 26 – 30, 2021
Orlando, FL	July 12 - 16, 2021
Las Vegas, NV	October 4 - 8, 2021

"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

CUSTOMIZED IN-HOUSE TRAINING

IAML has been delivering high-powered, dynamic in-house programs for more than 38 years. These highly-rated programs are carefully planned, practically-oriented, interesting and taught by the "best faculty in the world." Your satisfaction is guaranteed. Why does our impressive list of satisfied in-house training clients continue to grow? IAML's on-site programs deliver customized, "best practices" training at considerable savings to your organization.

HOW IN-HOUSE TRAINING BENEFITS YOUR ORGANIZATION

- **Flexible:** The program design (including length, content and "level") and schedule are tailored to your specific needs.
- **Consistency:** In-House programs provide delivery of quality training to all participants at the same time.
- **Complete:** Participants receive complete, accurate information while receiving a strong message about your organizational commitment to lawful practices.
- **Customized:** Program content is designed to employer specific needs which address critical prevention and compliance issues.
- **Cost Effective:** Employers receive a very high return on investment, while reducing travel costs.
- **Outstanding Faculty:** Skilled, experienced professionals present instruction in an engaging style.
- **Impeccable Track Record:** A remarkable 99.9% of all participants have rated IAML's in-house training as beneficial and worth the investment of both time and money.
- **Risk Free:** IAML's on-site training is so effective and worthwhile that we guarantee your satisfaction.

To discuss how IAML might help with your training initiatives, please contact Bob Lee, IAML's Executive Director, at 949-760-1700 or bob.lee@iaml.com. Bob has crafted customized training solutions for more than 250 organizations, large and small, profit and non-profit, with a wide variety of budgets and subjects.

Live Virtual Training Program in Lawful Employment Practices for Managers & Supervisors

This training program offers the convenience of live virtual training and the quality that you can count on from the Institute for Applied Management & Law. Developed by top employment law attorneys, the courses that comprise this program are grounded in practice and focused on real-world application. Whether your employees are new to a management level role or experienced in their position, this training provides competencies that every manager and supervisor should know. The training is comprised of short courses and is offered in a live virtual format. Your employees will acquire the skills and information necessary to develop and implement successful practices that will help your organization improve its performance and provide an affirmative defense against costly legal issues.

IAML's live virtual training can be easily tailored to fit your organization's needs. Whether you have 5, 50 or 500 or more managers/supervisors, IAML can create a cost-effective solution for your training requirements.

For more information, please contact Mike Jackson at mike.jackson@iaml.com or 949-760-1700.



IAML Services, Inc. – Employee Benefit Programs

IAML Services, Inc. is an employee benefits-focused company offering services provided by leading innovators in the industry. IAML Services is an extension of the Institute for Applied Management & Law's commitment to provide the best possible programs, products and services to our valued clientele. A "non-traditional" broker, IAML Services is focused on helping employers by providing best-in-class employee benefits programs. For more information on these programs, please email Scott Schroeder, Vice President, at scott.schroeder@iamlservices.com or call 949-760-1700.



FinFit provides a comprehensive financial wellness benefit platform that offers a variety of tools and education to assist employees in meeting their financial goals and help alleviate their financial stress. Fin Fit is offered in a marketplace setting and employers can pick and choose those services that best fit their employees needs.

The FinFit suite of services includes:

- A proprietary Financial Wellness Health Assessment
- Budgeting Tools
- Financial Calculators
- Financial education information
- Short-term loan assistance (for those employees who meet salary and tenure requirements)
- Wage advances
- Financial Wellness Coaching
- Rewards Programs
- Student Loan Assistance

FinFit is the only national provider that offers wage advances, short-term loans, and financial education solutions in one holistic, intuitive and integrated platform. By offering all three legs of the financial wellness stool, FinFit is in the unique position to guide employees upfront to the most appropriate solution for them through the use of a "decision tree" housed right on the FinFit dashboard.

Please contact Scott Schroeder at (949) 760-1700, or email scott.schroeder@iamlservices.com to find out more or to schedule an informative FinFit WebEx demo.



Purchasing Power is the leading provider of programs that enable employee to purchase brand name computers, electronics, and appliances with manageable monthly payments through an easily implemented payroll deduction program. This highly popular program is well suited for today's credit constrained environment. **Purchasing Power is an increasingly popular and meaningful way for employers to help their employees, at no cost or risk to the employer.**



TRUECar TRUECar's Employee Car Buying Program has changed how cars are purchased by providing a hassle-free buying experience with guaranteed savings for your employees. Through its broad and expanding network of certified dealers, TrueCar provides pre-negotiated, upfront pricing with current average savings of several thousand dollars on new cars. Plus, employees get additional dealer discounts off their lowest advertised price on new and used cars in inventory. **TRUECar's Employee Car Purchase Program is a thoughtful way to increase employee savings options at an opportune time, all at no cost to the employer.**



dr. on demand Doctor On Demand is transforming healthcare by providing telehealth services that benefit both the employer and employee. Lower healthcare costs, reduced absenteeism, increased productivity, and immediate and convenient access to quality healthcare are just a few of the many benefits associated with Doctor On Demand. Doctor On Demand physicians effectively treat 18 of the top 20 conditions treated in urgent care centers, emergency rooms and in-person doctor's visits at a fraction of the cost. **Available at no cost to employers.**

IAML Services, Inc. also proudly offers: PetsBest (pet insurance) and RXCut (a free prescription savings card).



To ensure that you and your colleagues continue receiving information regarding IAML's training programs and services, please provide your email address by calling IAML at 949-760-1700, or via email to iaml@iaml.com

2021 SEMINAR REGISTRATION FORM

Please register by any of the following methods:

Online: www.IAML.com

Phone (949) 760-1700, Monday-Friday 8:00 a.m. – 5:00 p.m. (Pacific)

Fax: (949) 760-8192

Mail: Institute for Applied Management & Law Inc., 450 Newport Center Drive, Suite 390, Newport Beach, CA 92660

A separate registration form should be completed by each participant. Please make copies of this registration form for your colleagues.

I wish to register for the following seminar:



The Certificate in Employee Relations LawSM Seminar

- ☐ Complete Seminar OR ☐ Block I ☐ Block II ☐ Block III
- ☐ Atlanta, GA April 26 – 30, 2021
- ☐ Austin, TX June 21 – 25, 2021
- ☐ Orlando, FL July 12 – 16, 2021
- ☐ Newport Beach, CA August 16 – 20, 2021
- ☐ Las Vegas, NV October 4 – 8, 2021
- ☐ Chicago, IL October 25 – 29, 2021
- ☐ Washington, D.C., November 15 – 19, 2021



Certificate in Essentials of Human Resource ManagementSM Seminar

- ☐ Complete Seminar OR ☐ Block I ☐ Block II
- ☐ Las Vegas, NV May 3 – 7, 2021
- ☐ Austin, TX June 21 – 25, 2021
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2021 Employment LawSM Updates – 40th Annual Advanced Conferences

- ☐ Las Vegas, NV May 3 – 4, 2021
- ☐ Nashville, TN September 20 – 21, 2021
- ☐ Orlando, FL October 25 – 26, 2021



The Certificate in Employee Benefits LawSM Seminar

- ☐ Complete Seminar OR ☐ Block I ☐ Block II ☐ Block III
- ☐ Atlanta, GA April 26 – 30, 2021
- ☐ Orlando, FL July 12 – 16, 2021
- ☐ Las Vegas, NV October 4 – 8, 2021



The Certificate in Conducting Lawful Workplace InvestigationsSM Seminar

- ☐ Atlanta, GA April 26 – 27, 2021
- ☐ Las Vegas, NV October 4 – 5, 2021
- ☐ Chicago, IL October 25 – 26, 2021



2021 Employee Benefits LawSM Updates – 18th Annual Advanced Seminars

- ☐ Las Vegas, NV May 3 – 4, 2021
- ☐ Atlanta, GA September 27 – 28, 2021

Name: ☐ Mr. ☐ Ms. _____

Bus. Phone: _____ Ext.: _____ E-mail Address: _____

Title: _____ Employer: _____

Employer Address: _____ City: _____ State: _____ Zip: _____

Name as you would like it to appear on certificate (full seminar registrants only): _____

I request CLE credit for (State): _____ My Bar # is: _____

Total Fees Due: \$ _____ Please make checks payable to IAML IAML's Federal I.D. #95-3548502

Payment Options

- ☐ Check in full payment ☐ Deposit check for one half of full fees due ☐ Purchase Order No. _____
- ☐ Bill my employer
- ☐ I wish to pay by credit card, please charge to ☐ AMEX ☐ Discover ☐ MasterCard ☐ VISA

Amount to be charged: _____ Cardholder Name: _____

Card No.: _____ Exp. Date: _____

Signature: _____



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Las Vegas, NV	May 3 – 4, 2021
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Orlando, FL	October 25 – 26, 2021

In-House Training

Live Virtual Training

Certificate in Conducting Lawful Workplace InvestigationsSM Seminar

Las Vegas, NV	May 3 – 7, 2021
Austin, TX	June 21 – 25, 2021
Newport Beach, CA	August 16 – 20, 2021
Washington, D.C.	November 15 – 19, 2021

“The instructors were so very knowledgeable and skilled in getting engagement from the class. I would suggest this course to other HR professionals.”

Patrice Terrell, Director, Contracts & Compliance
Fort Valley State University, Fort Valley, Georgia

Certificate in Essentials of Human Resource ManagementSM Seminar

Las Vegas, NV	May 3 – 7, 2021
Austin, TX	June 21 – 25, 2021
Newport Beach, CA	August 16 – 20, 2021
Washington, D.C.	November 15 – 19, 2021

“The seminar was extremely informative led by experienced instructors. I left the seminar with valuable information that will allow me to be successful in implementing policies and procedures at my company.”

Megan Kelly, Employee & Labor Relations Specialist
St. Jude Children's Research Hospital, Memphis, Tennessee

Certificate in Employee Benefits LawSM Seminar

Atlanta, GA	April 26 – 30, 2021
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