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## **EEAC's 2010 Annual Membership Meeting**

**March 10-12, 2010**

**JW Marriott Hotel  
Washington, DC**

**(Preliminary Agenda)**

As events on the EEO/AA regulatory and legislative fronts continue to unfold on a daily basis in Washington, the agenda for EEAC's upcoming Annual Meeting is beginning to firm up. While time has been reserved to accommodate any late-breaking developments, most of the substantive program topics are now set. The meeting will be held on Wednesday to Friday **March 10-12** at the **JW Marriott Hotel in Washington, DC**.

Registration information and a complete preliminary meeting agenda are attached. Dress for the annual meeting is **business casual**. The meeting will adjourn at 12:45 p.m. on Friday.

All meeting events and program topics are described in the preliminary agenda. Highlights include:

- Opening remarks by **OFCCP Director Patricia Shiu**.
- A **member company panel** presentation on how large companies structure their compliance functions.
- A special update by **Coca-Cola's Chief Diversity Officer, Steve Bucherati**, on Coke's continuing efforts to track and monitor its employment practices.
- The traditional **EEAC Staff Update** on the latest compliance and Obama Administration policy initiatives, new notice and reporting requirements, and other timely, late-breaking topics.
- **Three Concurrent Workshops:** **1) *Minority Subgroup Statistical Analyses – The Cutting Edge of OFCCP Enforcement***; **2) *Demystifying the Employment Selection Validation Process***; and **3) *Revisiting Your Commitments to Individuals With Disabilities and Covered Veterans***.

1/15/10

All EEAC seminars qualify for recertification credit from the Human Resource Certification Institute.

- Wednesday pre-meeting sessions demonstrating a new EEAC compliance tool, the **EEAC Applicant Tracker™**, and a special presentation on EEAC's **Data Services Education Attainment** service.
- A meeting of EEAC's new **Future Leaders Network**.
- Wednesday Night Welcoming Reception hosted by the **McKesson Corporation** and Thursday Night Reception, followed by optional Networking dinners.

Please note that the room block being held by the hotel for EEAC members at discounted room rates expires on **February 16**, so you should register now. Registration information is attached, or you also may register online at <http://www.eeac.org/meetings/>.

**Questions about registering for EEAC's 2010 Annual Membership Meeting should be directed to EEAC's Program Line at 202-629-5655.**

# EEAC'S 2010 ANNUAL MEMBERSHIP MEETING

## PRELIMINARY AGENDA

WEDNESDAY, MARCH 10

### Pre-Meeting Sessions

#### EEAC Applicant Tracker™ Demo/Users Group Meeting

4:30 p.m. – 5:30 p.m.

The new **EEAC Applicant Tracker™** is a specially designed and easy-to-use software that enables you to log and track applicants to facilitate compliance with OFCCP's regulatory requirements. This session, open to anyone that is interested, will demonstrate the features of the EEAC Applicant Tracker™, and will allow plenty of time for attendees to ask questions. EEAC's **Chris Gokturk** will be the presenter.

#### EEAC *Data Services*: Education Attainment Demo

4:30 p.m. – 5:30 p.m.

EEAC's online *Data Services* provide member company subscribers with access to a wide array of government and proprietary statistics useful for EEO/AA and diversity benchmarking. One of the components of the *Data Services* is the *Educational Attainment Benchmark* services, which provide access to college and university graduate diversity statistics collected each year through the U.S. Department of Education's Integrated Postsecondary Education Data System (IPEDS). Detailed figures on the race, ethnicity, and gender demographics of the nation's graduates are available by degree, by award level, and by specific institution. This pre-meeting session will demonstrate how the Educational Attainment Benchmark services can be of value to companies that source directly from college and university campuses. EEAC's **Joe Lakis** will be the presenter.

#### Future Leaders Network "Meet-and-Greet"

4:30 p.m. – 5:30 p.m.

EEAC's new **Future Leaders Network** is holding a "meet-and-greet" session for all interested meeting attendees. The FLN was established last year to provide a communication and networking channel for professionals in the earlier stages of their careers to connect, engage, discuss, and learn about issues that are relevant to them. Although the majority of FLN events will be "virtual," this session will provide an

opportunity for anyone interested to stop by and meet some of their counterparts from other EEAC member companies. EEAC's **Judy Lampley** will host the session.

**Early Registration**

3:30 p.m. – 5:30 p.m.

**Welcoming Beer-Wine Reception  
Hosted by the McKesson Corporation**

5:45 p.m. – 7:00 p.m.

The Welcoming Beer-Wine Reception provides attendees arriving for the meeting the opportunity to get together in an informal setting to renew acquaintances and to meet new friends. We want to express a special thanks to **Kristi Williamson** and EEAC member **McKesson Corporation** for hosting this year's welcoming reception.

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**THURSDAY, MARCH 11**

**Registration**

7:30 a.m. – 9:00 a.m.

**General Session**

8:30 a.m. – 12:00 noon

**Patricia Shiu**

**Director, Office of Federal Contract Compliance Programs**

Thursday morning's opening session will begin with a presentation by the new Director of OFCCP, Patricia Shiu. Ms. Shiu will share with EEAC members her goals for the agency and what federal contractors might expect with regard to OFCCP compliance enforcement under her direction.

**Structuring Your Compliance, Diversity, and Legal Functions — What Models Exist Within EEAC Member Companies?**

One of the most recurring questions from EEAC members is "How do other large companies structure their compliance function?" In other words, (1) how do other

companies define “compliance”; (2) is responsibility for compliance centralized in a corporate-wide “shared services” or “center of excellence” function, or is it decentralized in the business units; (3) is compliance integrated with or separate from “diversity”; (4) is the compliance function housed in HR, in the legal department, or somewhere else; and (5) what compliance responsibilities, if any, are outsourced entirely? The answers to these questions vary from one company to another and may even vary within a single company.

This presentation will feature a panel of EEAC member companies that have adopted different compliance structures. The relative advantages and disadvantages of the different models will be discussed. Time will be reserved for attendee participation in the discussion as well.

**Luncheon**  
**Sponsored by Lockheed Martin Corporation**

12:00 noon – 1:45 p.m.

*Luncheon Speaker*  
*TBD*

**Concurrent Workshops**

2:00 p.m. – 3:30 p.m.

and repeated

3:45 p.m. – 5:15 p.m.

***Workshop 1: Minority Subgroup Statistical Analyses – The Cutting Edge of OFCCP Enforcement***

In several recent enforcement actions, OFCCP has begun to insist that federal contractors collect, maintain and analyze employment data by minority subgroup rather than by minorities in the aggregate. This trend has been particularly pronounced in OFCCP’s Southwestern and Rocky Mountain (SWARM) Region. This workshop will focus on such topics as when minority subgroup statistical analyses are appropriate, how they are conducted, and the factors that need to be considered in evaluating whether the results point to potential discrimination.

Among the issues that will be addressed are: what constitutes a “favored” subgroup; to what should the selection rate of the favored subgroup be compared (*e.g.*, the selection rates of other subgroups individually or collectively); how do subgroup analyses impact the size and composition of the affected class? All of these issues need to be considered as EEAC members develop proactive selection monitoring systems in anticipation of future compliance evaluations.

***Workshop 2: Demystifying the Employment Selection Validation Process***

As EEOC and the OFCCP continue to actively pursue often large-scale claims of unlawful discrimination based on use of employment tests and other selection procedures, employers continue to struggle to understand what they must do to ensure that their tests and selection tools are able to withstand legal challenge.

This workshop will aim to “demystify” the test validation process by offering expert advice from in-house I/O psychologists and others on understanding what really is meant by test “validity” and how to achieve meaningful compliance in a practical (and cost-effective) way.

***Workshop 3: Revisiting Your Commitments to Individuals With Disabilities and Covered Veterans***

OFCCP has commenced regulatory initiatives designed to measurably increase employment opportunities for individuals with disabilities and covered veterans. It is possible that these initiatives could lead to requiring contractors to establish numerical goals for such individuals. This workshop will provide an analysis and update on the OFCCP’s initiatives, and will focus on practical steps employers can take to enhance their outreach and recruiting efforts of individuals with disabilities and covered veterans. A representative from the DOL’s Office of Disability Employment Policy will be on hand to provide an overview of the resources that agency has available.

**Reception for All Meeting Attendees**

5:45 p.m. – 7:00 p.m.

Please join us at Thursday evening’s reception for an opportunity to get together with other meeting attendees to review the day’s events and chat with old and new friends.

**Thursday Evening “Networking” Dinners**

Following the reception, there will be an opportunity for attendees to join in one of a number of “networking” dinners held at local restaurants.

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**FRIDAY, MARCH 12**

**Continental Breakfast**

7:30 a.m. – 9:30 a.m.

**General Session**

8:15 a.m. – 11:30 a.m.

**Employment Tracking and Monitoring Programs at Coca-Cola – Five Years Later**

At EEAC's Annual Meeting in 2005, **Steve Bucherati, Chief Diversity Officer, Diversity & Workplace Fairness** at The Coca-Cola Company, presented an overview of the workforce tracking and monitoring programs that the company had developed pursuant to the settlement of a high-profile race discrimination class action lawsuit. It is now five years later and the outside Task Force established to oversee Coca-Cola's implementation of the settlement has been disbanded. What has become of those tracking and monitoring programs? Steve will provide an update of how the company today monitors employment practices in the areas of (1) compensation, (2) staffing, (3) performance management, (4) separations and restructures, (5) affirmative action planning, and (6) training. Some of the 2005 programs have been expanded; others have been trimmed; and new programs have been added.

**EEAC Staff Update**

The morning plenary session will conclude with a comprehensive **EEAC Staff Update**, where EEAC's staff experts will give their analysis of and insights into recent developments in the EEO/AA compliance and policy arena. Please note there will be plenty of time for Q&A.

**Informal Discussion Roundtables**

11:45 a.m. – 12:45 p.m.

The meeting will close with four informal discussion roundtables: **EEO/AA Compliance, Legal, FLSA and Best Practices**. These free-flowing participative sessions are open to all meeting attendees and are specifically designed to encourage the candid exchange of company experiences.

**Meeting Adjourns**

12:45 p.m.

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## **2010 EEAC Annual Membership Meeting Registration Information**

### **Registration Information**

To register for EEAC's 2010 Annual Membership Meeting, please complete the attached form and send it with your payment to **EEAC Annual Membership Meeting, Suite 400, 1501 M Street, N.W., Washington, DC 20005** or fax the form to **202-629-5651**. You may also register on-line at [www.eeac.org](http://www.eeac.org) or you can call our program line at **202-629-5655**.

Registrations received and paid **on or before March 3**, the fee is **\$490**. For registrations received and paid **between March 3 and March 10**, the fee is **\$515**.

### **Hotel Accommodations**

A block of rooms is being held for EEAC meeting attendees until **February 16, 2010** by the **JW Marriott Hotel**, located at **1331 Pennsylvania Avenue in Washington, DC**. These rooms are available to EEAC members at a discounted rate of **\$302** for a single or a double room. After February 16, rooms will be available on a "first come, first served" basis at regular rates. To make your hotel reservation, you must call the hotel directly at **800-393-2503**. Please remember that in order to acquire the discounted room rate, you must indicate that you are attending the EEAC Annual Membership Meeting.

### **Cancellation Policy**

Full refunds will be made for cancellations received by EEAC **before March 3**. For cancellations received by EEAC **on or after March 3**, 50% of the registration fee will be refunded. **Refunds will be processed for cancellations received in writing only. Failure to notify EEAC of a cancellation in writing prior to the program may result in no portion of the registration fee being refunded.**

### **Use of Recording Devices and Auxiliary Aids or Services**

Because the meeting sessions are designed to encourage attendees to be candid in their questions and comments, the use of audio and/or video recording devices is not permitted. In addition, discussions during the sessions are off-the-record and not for attribution to any particular individual or company. If because of a disability you will need auxiliary aids or services to participate in the meeting, please contact EEAC prior to the meeting.

**Any questions concerning the EEAC 2010 Annual Membership Meeting program or registration should be directed to the EEAC Program Line at 202-629-5655.**

**2010 EEAC Annual Membership Meeting  
March 10-12, 2010**

**JW Marriott Hotel  
1331 Pennsylvania Avenue  
Washington, DC 20004**

**Meeting Registration Form**

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I will be attending my first EEAC membership meeting.

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