



N10-07

EEAC's 2010 Annual Membership Meeting

March 10-12, 2010

**JW Marriott Hotel
Washington, DC**

Complete Agenda

The agenda for EEAC's upcoming Annual Meeting is now set. As a reminder, the meeting will be held from Wednesday to Friday **March 10-12** at the **JW Marriott Hotel** in **Washington, DC**. Registration information and a complete meeting agenda are attached. Dress for the annual meeting is **business casual**. Pre-meeting sessions and a welcoming reception will be held beginning late Wednesday afternoon, and the meeting will adjourn at 12:45 p.m. on Friday.

Meeting highlights include:

- A keynote presentation 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** covering the latest Obama Administration regulatory and policy initiatives, including big changes at the OFCCP and the EEOC, as well as 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*.**
- Wednesday pre-meeting sessions demonstrating the new **EEAC Applicant Tracker™**, and a special presentation on EEAC's **Data Services Education Attainment** service.

2/19/10

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

- A **Future Leaders Network** meeting.

We also would like to give special recognition to our member company sponsors: **McKesson Corporation** (Wednesday night welcoming reception), **Computer Sciences Corporation** (Thursday night reception), **Lockheed Martin** (Thursday luncheon), and **SAIC** (Friday morning breakfast).

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

AGENDA

WEDNESDAY, MARCH 10

Pre-Meeting Sessions

EEAC Applicant Tracker™ Demonstration

4:30 p.m. – 5:30 p.m.

Salon E

The new **EEAC Applicant Tracker™** is a specially designed and easy-to-use database that enables a company 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 Benchmark Demonstration

4:30 p.m. – 5:30 p.m.

Rayburn Room

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** service, which provides 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 service 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.

Longworth Room

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. FLN Co-Chairs **John Ramon, Emerson** and **Amy Lund, First National Nebraska** will host the session.

Early Registration

3:30 p.m. – 5:30 p.m.

Grand Ballroom Foyer

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

5:45 p.m. – 7:00 p.m.

Garden Terrace

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.

THURSDAY, MARCH 11

Registration

7:30 a.m. – 9:00 a.m.

Grand Ballroom Foyer

General Session

8:30 a.m. – 12:00 noon

Salons F&G

Patricia Shiu

Director, Office of Federal Contract Compliance Programs

Thursday morning’s opening session will begin with a keynote 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 comprised of **Bob Paul, Director, Employee Relations, Ethics & Business Conduct** and **Cynthia Collver, Director, Diversity and EEO, BAE Systems**; **Bob O’Hara, Director, EEO and Employment Counsel, United Technologies**; **Christine Neigh, Director, EEO, Lockheed Martin**; **Susan Werber, Sr. Director, EEO/AA and Immigration Services, Marriott International**; and **Craig Owen, Corporate Workforce Planning Manager, United Parcel Service**, whose companies 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.

Salons D&E

We want to express a special thanks to **Susan Dunnings** and EEAC member **Lockheed Martin** for sponsoring the Thursday luncheon.

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 (Salon F)

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 Southwest and Rocky Mountain (SWARM) Region. This workshop will

feature **Connie M. Ackermann, Counsel for Civil Rights, U.S. Department of Labor** and **Melissa Speer, Acting Regional Director of the Southwest and Rocky Mountain Region**, and 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. This workshop will be moderated by **Joe Lakis** and **Bill Holmes**.

Workshop 2: Demystifying the Employment Selection Validation Process (Rayburn Room)

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, featuring, **Dr. Rob Michel, Manager of Employment Testing, Edison Electric Institute (EEI)**; **Rich Cober, Senior Director, Talent Management Analytics & Solutions, Marriott International, Inc.**; and **Allen M. Kamin, Manager, Organizational and HR Analysis, General Electric**, 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. This workshop will be moderated by **Rae Vann**.

Workshop 3: Revisiting Your Commitments to Individuals With Disabilities and Covered Veterans (Salon G)

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. **Colet Mitchell, Employer Team Lead**, from the **DOL’s Office of Disability Employment Policy** will be on hand to provide an overview of the resources that agency has available as well as **Melinda Evans, Director, Global Diversity & Compliance** from EEAC member company **CSC**. This workshop will be moderated by **Jeff Norris** and **Judy Lampley**.

**Reception for All Meeting Attendees
Hosted by the Computer Sciences Corporation (CSC)**

5:45 p.m. – 7:00 p.m.

Garden Terrace

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. We want to express a special thanks to **Jimmy Jacobs** and EEAC member **Computer Sciences Corporation** for hosting this year's Thursday evening reception.

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. Sign-up sheets will be available at the registration desk.

FRIDAY, MARCH 12

Continental Breakfast

Sponsored by Science Applications International Corporation (SAIC)

7:30 a.m. – 9:00 a.m.

Grand Ballroom Foyer

We want to express a special thanks to **Kate Parker, Henry Hernandez** and **Denise Harrison** and EEAC member **SAIC** for sponsoring the Friday morning breakfast.

General Session

8:15 a.m. – 11:30 a.m.

Salons F&G

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** (*Salons F&G*), **Legal** (*Salon D*), **FLSA** (*Rayburn Room*) and **Best Practices** (*Salon E*). 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.

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 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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Please charge my:	<input type="checkbox"/> American Express <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa
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