



COMMUNITY BANKERS ASSOCIATION OF ILLINOIS

Webinar – On-Demand Web Link

Understanding Employee Leave Policies

Wednesday, June 27, 2018

2 - 3:30 p.m.

The laws and regulations concerning employee leave requests are numerous and often confusing. From the Americans with Disabilities Act, to workers' compensation, to the Family and Medical Leave Act, the compliance requirements can be daunting. What's worse, several laws often apply at the same time, but with a host of different requirements and timelines. Which requirements should you follow, and when? This webinar breaks down each law into basic components and explain how to apply the requirements to a variety of situations. Participants receive checklists and tools to appropriately evaluate leave requests and determine how to act on them.

HIGHLIGHTS

- Review applicable federal laws and regulations
- Apply the regulations to typical leave situations
- Assess overlap issues
- Determine which requirements to follow and when
- Elements of effective documentation

TAKE-AWAY TOOLKIT

- Leave request checklist
- List of online resources
- Employee training log
- Quiz you can administer to measure staff learning and a separate answer key

DON'T MISS THIS RELATED WEBINAR!

Managing the Employment Termination Process: Before, During & After on Tuesday, September 25, 2018

Attendance verification for CE credits provided upon request.

WHO SHOULD ATTEND?

This informative session is specifically designed for human resources professionals and managers.

ABOUT THE PRESENTER

A nationally-recognized speaker, writer, and communications professional, **Diane Pape Reed** is president of CU Doctor, a full-service credit union consultancy, assisting credit unions nationwide with human resources, marketing, community relations, compliance, sales, training, board relations, and executive support. Previously, she was vice president of sales and administration for a mid-sized credit union for more than 10 years, where she oversaw the HR, marketing, business development, community relations, training, compliance, and sales functions. In addition, Pape Reed has received numerous awards and has written articles for industry publications. She graduated from George Mason University, Fairfax, VA, with a bachelor's in speech communication. A nationally ranked public speaking coach at George Mason, she serves as a guest lecturer with the university.

THREE REGISTRATION OPTIONS

1. LIVE WEBINAR

The live webinar option allows you to have one telephone connection for the audio portion and one Internet connection (from a single computer terminal) to view online visuals as the presentation is delivered. You may have as many people as you like listen from your office speaker phone. Registrants receive a toll-free number and pass code that allow entrance to the seminar. The session is approximately 90 minutes, including question and answer sessions. Seminar materials, including instructions, PIN number, and handouts are emailed to you prior to the broadcast. You need the most-current version of Adobe Reader available free at www.adobe.com.

2. ON-DEMAND WEB LINK**

Can't attend the live webinar? The ON-DEMAND WEB LINK** is a recording of the live event including audio, visuals, and handouts. We even provide the presenter's email address so you may ask follow-up questions. Within five business days following the webinar, you are provided with a web link that can be viewed anytime for the next six months. This link expires six months after the live program date.

3. BOTH LIVE WEBINAR AND ON-DEMAND WEB LINK**

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