

# ***“21<sup>st</sup> Century Civil Rights: Integrity, Integration, Innovation, Initiative”***

November 4 & 5, 2015

U.S. Institute of Peace: 2301 Constitution Ave NW, Washington, DC 20037

F: 202-429-7870; [www.usip.org](http://www.usip.org)

Please contact Volunteer Team Lead: Ms. Deborah Allen @ [Deborah.Allen@wdc.usda.gov](mailto:Deborah.Allen@wdc.usda.gov) or 202-401-7150.

**USIP Site Visit for Volunteers: Monday, October 26, 2015 – 11:00am-12:00pm; Closest METRO: Foggy Bottom GW**

National Conference Volunteer Package 2015

**\*\*\* SUBMISSION DEADLINE \*\*\* FRIDAY, October 23, 2015**

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**Please note a tentative agenda has been attached for convenience. Volunteer session details are as follows:**

**SESSION TITLE:**

**DATE:**

**TIME:**

**Please provide the following information:**

Last Name:

\_\_\_\_\_

First Name:

\_\_\_\_\_

Job Title:

\_\_\_\_\_

Specialization:

\_\_\_\_\_

Department:

\_\_\_\_\_

Agency:

\_\_\_\_\_

Phone:

\_\_\_\_\_

Email:

\_\_\_\_\_

## **Registration for Conference Volunteers**

**CHECK-IN:** Volunteers should plan to check-in at least 30 minutes prior to their session time in order to sign in at the registration table, assist with any communication, AV or logistic needs of presenters/attendees in advance. **PLEASE BRING A FORM OF ID FOR SECURITY CHECK.**

**ATTENDANCE:** Volunteers should not expect to attend additional conference sessions UNLESS they have submitted a Registration Form. Room capacity is limited by USIP regulation.

**LUNCH (12:00-1:30pm):** Based on space availability.

**(NO HOST) NETWORKING EVENT@ Circa (Wed, Nov 4<sup>th</sup> 5:30-7:30pm)**

YES\_\_ NO\_\_ Please note \$20 minimum per person paid prior to attendance.

**Volunteer Instructions:**

1. Assist presenters with basic AV needs such as Microphone, Lavalier Mic, Laptop, Clicker, Projection Screen etc. Alerting USIP leadership of any major AV needs as follows:

**Laura Landrau**

Meeting Sales Specialist, Conferences, Meetings and Events

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AV Manager

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2. Assist presenters with distribution of any anticipated presentation materials such as Handouts and/or PowerPoint slides and organize sign-in sheets.
3. Assist attendees and presenters with logistics such as keeping to presentation timeframes, restroom location, alerting leadership to any unanticipated reasonable accommodation needs.

For further details, please contact Jenniffer Kiessling: C: (301) 592-7159 / [jenniferckiessling@fs.fed.us](mailto:jenniferckiessling@fs.fed.us) or Jasmine Lopez C: (213) 905-3687 / [jasmine.lopez@ascr.usda.gov](mailto:jasmine.lopez@ascr.usda.gov)

### National Civil Rights Conference 2015- Tentative Agenda

WEDNESDAY, NOVEMBER 4, 2015		
<b>8:00 AM- 8:45AM</b>	Registration	
	<b>PLENARY SESSION</b> 8:45AM – 10:00 AM	
<b>8:45AM – 9:00AM</b>	Welcome and Opening	
<b>9:00 AM- 9:15AM</b>	Plenary Greetings	
<b>9:15 AM-10:00AM</b>	<b>Keynote speaker</b>	
<b>10:00AM-10:30AM</b>	<b>Mid-Morning Break</b>	
	<b>WORKSHOPS</b> <b>SESSION I - 10:30AM – 12:00PM</b> Wednesday, November 4, 2015	<b>Agency Participants</b>
<b>Room 1</b>	Title VI - What You Need To Know: Laws, Regulations, Executive Orders and Case Updates	DOJ
<b>Room 2</b>	Title VII - What You Need To Know: Laws, Regulations, Executive Orders and Case Updates	EEOC/USDA
<b>Room 3</b>	EEO Investigator Training: Updates and Best Practices	Graduate School USA
<b>Room 4</b>	Americans with Disabilities Act (ADA) and Sections 504/508 – Recent Developments and What You Need to Know	DOT/DOE
<b>12:00 PM – 1:30PM</b>	<b>Lunch- Keynote Speaker</b>	
	<b>WORKSHOPS</b> <b>Session II: 1:30PM – 3:00PM</b>	
<b>Room 1</b>	Affirmatively Furthering Fair Housing – Why It Matters to Your Work	HUD
<b>Room 2</b>	Title IX Compliance- Sex Equality in Education	Dept. of Education

<b>Room 3</b>	Accountability & Compliance	USDA
<b>Room 4</b>	Worker Protection and Civil Rights	<u>DOL</u>
<b>3:00PM – 3:30PM</b>	<b>Mid-Afternoon Break</b>	
	<b>WORKSHOPS</b>	
	<b>SESSION III: 3:30PM – 5:00PM</b>	
<b>Room 1</b>	Title VI Investigating Discriminatory Impact Claims	DOJ
<b>Room 2</b>	EEOC Federal Government Report & Best Practices for Preventing Unlawful Workplace Harassment	EEOC/USDA
<b>Room 3</b>	Role of Technology and Social Media in Facilitating Civil Rights Compliance	USDA
<b>Room 4</b>	Religious Discrimination	EEOC/USDA
<b>5:30PM-7:30PM</b>	<b>Evening Networking Event @ Circa (No Host)</b>	
	<b>THURSDAY, NOVEMBER 5, 2015</b>	
<b>8:00 AM- 9:00 AM</b>	Registration	
	<b>PLENARY SESSION</b>	
	<b>9:00AM – 10:00 AM</b>	
	<b>Thursday, November 5, 2015</b>	
<b>9:00 AM -9:15 AM</b>	Plenary Greeting	
<b>9:15AM- 10:00 AM</b>	Opening Plenary Keynote Speaker	
<b>10:00AM-10:30AM</b>	<b>Mid-Morning Break</b>	
	<b>WORKSHOPS</b>	
	<b>SESSION IV: 10:30PM -12:00PM</b>	
<b>Room 1</b>	Data Management – I Complaints (Title VII): Case Management and Business Process Management (BPM)	MicroPact

<b>Room 2</b>	Improving Intra-agency coordination – Talking to Program Offices	DOT
<b>Room 3</b>	New Developments in Section 1557 of the Affordable Care Act	HHS
<b>Room 4</b>	Writing Letters of Finding and Final Agency Decisions (FADs)	DOT
<b>12:00 PM – 1:30PM</b>	<b>Lunch- Keynote Speaker</b>	
	<b>CIVIL RIGHTS PANELS SESSION V: 1:30PM – 2:45PM</b>	
<b>Room 1/Panel</b>	LGBT Employment Discrimination Case Law Updates - Incorporating Executive Order 11246 on Sexual Orientation Non-Discrimination	DOL/EEOC/HHS/DOJ
<b>Room 2/Panel</b>	Best Practices in ADR and Conflict Resolution in the Federal Sector	USDA/NIH/DOJ/EEOC
<b>Room 3/Panel</b>	Ensuring Access for Limited English Proficient (LEP) Populations	DOJ/DOE/HHS
<b>Room 4/Panel</b>	21 <sup>st</sup> Century Policing	DOJ/Center for Strategic and International Studies
<b>2:45 PM -3:00PM</b>	<b>Mid-Afternoon Break</b>	
	<b>TOWNHALL DISCUSSIONS: SESSION VI: 3:00 PM – 4:15 PM</b>	
<b>Room 1/Panel</b>	Contracting and Disadvantaged Business Enterprises	*DOT/SBA/Commerce
<b>Room 2/Panel</b>	Environmental Justice – EJ Assessments/CRIA/NEPA/Title VI	EPA/Howard University
<b>Room 3/Panel</b>	Tribal Justice	USDA/Smithsonian
<b>Room 4/Panel</b>	LGBT Hot Topics: After the Supreme Court Decision Upholding Gay Marriage	USDA/EEOC/DOE/DOJ
<b>4:15-4:45pm</b>	<b>Closing Keynote Speaker</b>	
<b>4:45-5:00pm</b>	<b>Closing Remarks – Frederick Pfaeffle Arana/Velveta Golightly-Howell</b>	

