

South Coast Employer Council

Seminar for Business



www.WorkingInOregon.org/OEC

South Coast Employer Council (SCEC), WorkSource Oregon Employment Department, Bay Area and Brookings-Harbor Chambers of Commerce, Business Development Center, and Southwestern Oregon Community College invite you to attend:

Discipline and Discharge

Tips to Keep You Out of Court

Presented by:

Katherine Tank, Attorney at Law

Tuesday, November 4, 2008

North Bend City Library, Large Conference Room
1800 Sherman Ave, North Bend

Check-in & Continental Breakfast 7:30 - 8:00 a.m.
Seminar 8:00 a.m. - 12:00 noon

If you struggle with discipline, performance, and discharge issues, if you worry about lawsuits and legal claims, in fact, if you supervise even one employee - this is a discussion you won't want to miss!

- Developing a consistent discipline policy and program
- Developing an effective performance review process
- Effective investigation and documentation of disciplinary actions and performance issues
- Dealing with an employee's protected status
- Properly documenting and demonstrating the basis for discharge
- How to avoid wrongful discharge claims
- Critical wage and hour issues for terminated employees
- Severance pay and waiver of claims
- How to avoid defamation claims
- Dealing with unemployment claims
- Identifying litigation warning signs

Cost: \$59 per person 1st person from company, \$54 each add'l person, from same company. Continental Bkfst included. Non-refundable; limited seating available. Some credit cards are accepted. Please register by Tues., October 28.

For more information: Becky Lunetta at WorkSource Oregon Employment Department 541-751-8517 or 1-800-872-4942 ext.517 southcoast.oec@state.or.us

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