



CIVIL RIGHTS TRAINING VIRTUAL WORKSHOP SERIES

October 6

October 15

October 8

October 27

October 13

October 29

*****All sessions 10:00 am – 12:00 pm CST*****

Workshop Presenter: Seena Foster



Seena Foster is the Principal of Title VI Consulting. Ms. Foster conducts onsite civil rights training for state and local governments, focusing on the delivery of federally assisted programs and activities in the areas of workforce development and education. As Senior Policy Analyst to the U.S. Department of Labor's Civil Rights Center (CRC) in 2003, she engaged in disability-based and limited English proficiency-based technical assistance reviews, conducted discrimination complaint investigations, and presented at the CRC/NASWA national equal opportunity forum. In 2006, Ms. Foster received the Secretary of Labor's Equal Employment Opportunity Award for her work at the CRC, and, on request by the CRC, Ms. Foster continued to serve as a workshop presenter at subsequent

CRC/NASWA equal opportunity conferences. She received her *Juris Doctor* from the George Washington University Law School. She is a certified mediator, and is a member of the International Bar Association's Human Rights and Discrimination Law Committees.

The TAWB 2020 Civil Rights Training Workshop will be conducted in six, 2-hour virtual training sessions. **The login information will be sent to all attendees after registering.** The sessions are as follows:

October 6

Compliance with Section 188 of the Workforce Innovation and Opportunity Act: Setting the Stage

During this 2-hour session, attendees will be introduced to requirements for the EO Officer, including responsibilities, conflicts of interest, affirmative outreach, and organizational position. The session also will include a discussion of protected classes under WIOA Section 188, understanding LGBTQX categories and associated Selective Service requirements and promising communication and engagement practices, and unconscious bias. Attendees also will review written materials (e.g., business card, web page content, religious accommodations form, contract assurances excerpt) to identify and discuss compliance concerns and issues.

October 8

Serving Individuals with Disabilities

During this 2-hour session, attendees will be introduced to the concepts of access and opportunity, the interactive dialogue, competitive and integrated employment, engagement etiquette, and service animals. Attendees also will discuss various accommodations scenarios and review a sample reasonable accommodations request form to identify any compliance concerns and issues.

October 13

Serving Limited English Proficient Individuals

During this 2-hour session, attendees will start with an overview quiz to gauge their baseline understanding of LEP requirements. From there, attendees will map the journey of LEP customers at various touch points (e.g., telephone, in-person, over the Internet) to identify barriers and promising practices, and will finish the session by developing a job aid for staff.

October 15

Data Collection and Monitoring

During this 2-hour session, attendees will learn about data collection, retention, sharing, and destruction requirements under WIOA Section 188, and will participate in various exercises related to monitoring for compliance.

October 27, 29

Discrimination Complaint Investigations: Proper Process and Technique (two, 2-hour sessions)

This is a two-part series--each session is 2 hours. During the first 2-hour session, through a blend of instruction and scenario-based discussions, attendees will learn the fundamentals of making jurisdiction determinations, complaint investigation plans, and framing the issues of an investigation. In the second 2-hour session, attendees will learn the required elements of the Notice of Acceptance and Notice of Final Action and will learn how to make credibility determinations through scenario-based discussions.

Post-Workshop Training Session

TWC's Equal Opportunity Coordinator will facilitate a training on October 29, 2020 from 2:00 to 4:00 pm implemented through a virtual platform. The training will begin with a "Common Issues Roundtable" and segue into an overview of discussion topics. Topics will include (but are not limited to) a review on policies and procedures for programmatic compliance, review of physical accessibility (TAS), and Discrimination Complaint Procedures. There is no charge for this post-conference training session.

Registration:

Early Bird Registration (until September 15): \$150

Regular Registration (after September 15): \$200

*****Registration Limited*****

[Register Now!](#)

For more information, contact: Greg Vaughn, (214) 620-9165, greg.vaughn@tawb.org