

**HUMAN RESOURCES CONFERENCE
OCTOBER 22, 2008 – Shawnee Inn & Golf Resort
WORKSHOP REGISTRATION FORM
Workshop choices**

Rank by number your first three choices for each workshop. We will try to accommodate your first choice.

WORKSHOP 1 9:00 – 9:50 a.m.

- A International Hiring
- B Health Savings Account
- C Interviewing: It's more than a gut feeling
- D Retaining, Hiring and Retaining

WORKSHOP 2 10:00 – 10:50 a.m.

- E Creating a Winning Team
- F Wellness
- G Orientation
- H Managing Employees Through Change

WORKSHOP 3 11:00 – 11:50 a.m.

- I Identity Theft in the Workplace
- J Leasing vs. Hiring
- K Recent Developments in Employment Law
- L Increase Employee Productivity by Reducing Frivolous and Inappropriate Internet Activity

LUNCH SPEAKER 12:00 – 1:30 p.m.

- M Generational Hiring

ASSESSMENT WRAP UP 1:45-2:45 p.m.

- N Performance Workshop for Professionals
- O Performance Workshop for Managers and Business Owners

EVENT SCHEDULE

7:30 . 8:00 a.m.	Registration
8:00 . 8:45 a.m.	Assessment
8:50 . 9:00 a.m.	Break
9:00 . 9:50 a.m.	Workshop #1
9:50 . 10:00 a.m.	Break
10:00 - 10:50 a.m.	Workshop #2
10:50 . 11:00 a.m.	Break
11:00 . 11:50 a.m.	Workshop #3
12:00 . 1:30 p.m.	Lunch . Lunch Speaker
1:45 . 2:45 p.m.	Assessment Wrap Up

**Mail or fax this form to the
Greater Pocono Chamber of
Commerce
556 Main Street
Stroudsburg, PA 18360
570-421-4433
Fax: 570-424-7281
www.greaterpoconochamber.com**

Registration Deadline: October 20, 2008

Name _____ Company _____

Address _____ City _____ St _____ Zip _____

Daytime Phone _____ Home Phone _____

Email address _____

Make checks payable to: Greater Pocono Chamber of Commerce

I prefer to charge this to my (circle one): Visa MasterCard

Card # _____ Exp. Date _____

\$129 for non-members, \$99 for members, \$89 for non-profit, \$10 off for additional participants

**Behavioral Assessment –
The Key to Understanding Human Performance and Excelling at Relationship Building
8:00 – 8:45 am**

Participants will receive the following: a customized assessment of their personal behavioral style; an explanation of how their behavioral style compliments others in a team environment; understanding how to modify your style to be able to increase the level of your effectiveness with others; tips on working with difficult+people (styles that are different than yours); and more! . *Victoria Mavis, Core People Resources & Marianne Chester, mEnterprise Solutions*

Break-Out Session 1 – 9:00 – 9:50 AM

International Hiring . Learn why the international student program is becoming an integral part of the seasonal hiring process and how it can benefit your organization - *Sherry Rex, Camelback*

Health Savings Account – Participants will learn answers to: What is a Qualified High Dollar Deductible (QHD), plan?, What is an HSA?, What does the QHD/HSA plan do for the employer?, and How do you structure the plans in your company. . *Michael Ackerman, NES,LLC*

Interviewing: It's more than a gut feeling – Participants will learn effective interview techniques to select the best candidate for the job each and every time, what's legal (and not) to ask during an interview; sample interview questions that can be quickly modified to fit your hiring need; integrating your interview activity with other recruitment activity; interviews that are quick and easy and result in high quality candidates, and more! - *Victoria Mavis, Core People Resources*

Recruiting, Hiring & Retaining – Participants will learn what is involved in attracting and keeping a good employee – *Barbara Yamulla, ASI Employer Solutions*

Break-Out Session 2 – 10:00 – 10:50 AM

Creating a Winning Team . *Do you want to create a winning team of employees for your business? This workshop will walk you through the steps of creating and maintaining that winning team. If you ever wanted, or needed, a better performing employee team to improve your business and increase your time off, this workshop is for you!* - *Rick Munson, ActionCOACH*

Wellness – *Wendy Faux, Blue Cross of Northeastern Pennsylvania*

Orientation - This seminar will focus on welcoming new employees. Tom will be sharing from his experience at ESSA Bank & Trust. Get ideas for orienting and training new hires so that you can help them become productive members of your team from the start- *Tom Grayuski, ESSA Bank & Trust*

Managing Employees Through Change . Sooner or later your business or organization is going to encounter a major challenge requiring you to manage your employees through change. In this session you will learn techniques, the do and don'ts of effective change management. *Tom Rhie, mEnterprise Solutions*

Break-Out Session 3 – 11:00 – 11:50 AM

Identity Theft in the Workplace - We will show companies how to protect their work environment to minimize the risk of identity theft. - *Philbert Robertson & Fred Curling, Pre-Paid Legal Services, LLC*

Leasing vs. Hiring – In today's uncertain times is it better for you to consider leasing your entire workforce or to employ them directly? The many responsibilities of an employer can be lessened through employee leasing, but it isn't for everyone. This session will explore the options and benefits available through both methods of employment. Could your business benefit by leasing employees? What is the difference between a leased employee and a personnel temp? Should you consider mixing your workforce? These questions and others will be explored in this session. Participants should expect a discussion based session where varying opinions will be encouraged. - *Debbie Kulick, Eastern Monroe Leasing & Training*

Recent Developments in Employment Law . Those attending will receive the latest information on developments in the areas of discrimination, harassment and retaliation in the workplace, with special attention being paid to Title VII of the Civil Rights Act, the Family Medical Leave Act, the Americans with Disabilities Act, and the Age Discrimination in Employment Act. This seminar will focus on these issues primarily from the perspective of the employer. - *Dave Steckel, Flamm, Boroff & Bacine, P.C.*

Increase Employee Productivity by Reducing Frivolous and Inappropriate Internet Activity . Workplace productivity is key to controlling labor costs and maximizing your company's resources. Time is money. Every minute spent off task is negatively impacting your bottom line. The Internet is no exception. Employees are wasting valuable company time by surfing inappropriate web sites (pornographic, shopping, sports, stock trading, auctions, etc.), sending/receiving personal email, talking to friends or family via online chat, downloading illegal software and music and more! Learn the keys to effectively managing this area in the ever changing world of information technology. - *James Becker, Access Office Technologies, Stroudsburg, PA*

Lunch – 12:30 – 1:30 PM

Generational Hiring – For the first time in history, four generations are working together. The generation we each belong to is one of the many differences we have with co-workers. Those differences can be a source of creativity and productivity. And, those differences can cause stress, discomfort, conflict and frustration. The ability to relate effectively to all types of people is one of today's essential leadership skills. This discussion will tell you about global trends that underscore the importance of working with all generations and will give you some practical tips for dealing with generations at work - *Becky Sokolowski, Manpower*

Behavioral Assessment – Wrap Up - 1:45 – 2:45 p.m.

Performance Workshop for Professionals – This session is designed for participants that are interested in knowing how to apply the insights learned from the morning session to their personal situation. Topics covered will include conflict resolution, time management and managing difficult people . *Victoria Mavis, Core People Resources*

Performance Workshops for Managers and Business Owners – This session is designed for participants that are interested in knowing how to apply the insights learned from the morning session in their business situations. Topics covered will include hiring, team dynamics, coaching and development . *Marianne Chester, mEnterprise Solutions*