



- Live
- Webinar
- ★ Popular
- ▲ Subject to Change

## Jan

- 1/16**  
Employee Onboarding  
10-11:30am
- 1/23**  
1433 Sick Leave & PTO  
10-11:30am
- 1/30** ★  
Employee Handbooks  
9-12pm

## Feb

- 2/13** ★  
Job Descriptions  
10-11:30am
- 2/15**  
Handling ADA Requests  
10-11:30am
- 2/22**  
Responding to EEOC  
Complaints  
10-11:30am

## Mar

- 3/08** ★  
The Power of Recognition  
10-12pm

## Mar (continued)

- 3/13**  
Performance Mgt. Trends  
10-11:30am
- 3/15**  
Intersection of ADA & FMLA  
10-11:30am
- 3/20**  
Start Strong-  
Supervisor 101 (Course 1)  
8-12pm

## Apr

- 4/03**  
Employee File Mgt.  
10-11:30am
- 4/10**  
Rise Up-  
Manager 101 (Course 2)  
8-12pm
- 4/12** ★  
Employee Handbooks  
9-12pm
- 4/26**  
Employment Law for  
Supervisors  
9-12pm

## May

- 5/03**  
Managing Your Time  
10-11am
- 5/10**  
Drug & Alcohol w/ Dave  
Michaelson  
TBD
- 5/15** ★  
Interviewing  
10-11:30am
- 5/17**  
Succession Planning for  
High Performers  
9-12pm
- 5/22**  
Aim Higher-  
Leadership 101 (Course 3)  
8-12pm
- 5/24**  
Tips for Effective Virtual  
Working Relationships  
10-11:30am
- 5/31**  
Proper Employee  
Classifications  
10-11:30am

## Jun

- 6/07**  
Employee Leave Laws-  
>50 employees  
10-11:30am
- 6/14**  
Employee Leave Laws-  
<50 employees  
10-11:30am

## Jul/Aug

- 7/12**  
Requesting Medical Exams  
& Info under ADA  
10-11:30am
- 7/19**  
Avoiding Unfair Labor  
Practices in Non-Union  
Settings  
10-11:30am

## Sep

- 9/11**  
Performance Management  
Trends  
10-11:30am

## Sep (continued)

- 9/12**  
Hot Topics & Trends in  
Employment Law  
10-11:30am
- 9/20** ★  
Employee Handbooks  
9-12pm
- 9/25**  
Hidden Paycheck  
10-11am

## Oct

- 10/11**  
Holiday Party Headaches  
10-11:30am
- 10/16**  
Compensation Trends  
10-11:30am
- 10/18**  
WA Paid Leave Insurance  
10-11:30am
- 10/25** ★  
Documenting, Discipline,  
Termination  
10-11:30am

- 10/30**  
Start Strong-  
Supervisor 101 (Course 1)  
8-12pm

## Nov

- 11/06**  
Internal Customer Service  
10-11:30am
- 11/08**  
Rightsizing Your Workforce  
10-11:30am
- 11/14 & 15** ★  
HR 101  
8-5pm | 8-12pm
- 11/20**  
Rise Up-  
Manager 101 (Course 2)  
8-12pm
- 11/29**  
Top 10 Employment Law  
Mistakes of 2018  
10-11:30am

## Dec

- 12/04**  
Developing an Internal  
Training Program  
10-11:30am
- 12/11**  
Aim Higher-  
Leadership 101 (Course 3)  
8-12pm