


**Texas Public Employer Labor Relations Association
(TxPELRA) Annual Workshop
February 29, 2012**

Co-Sponsored by the
Texas Public Employer Labor Relations Association (TxPELRA)
and the Texas Municipal Human Resources Association (TMHRA)

AND



**26th Annual
Civil Service Workshop
March 1-2, 2012**

Sponsored by the Texas Municipal Human Resources Association

Moody Gardens Hotel
Seven Hope Boulevard • Galveston, Texas

TWO TRAINING OPPORTUNITIES

A workshop on Public Employer Labor Relations will be held on February 29, 2012, prior to the 26th Annual Civil Service Workshop on March 1-2, 2012. Both workshops will be held at the Moody Gardens Hotel in Galveston. The programs are sponsored by the Texas Municipal Human Resources Association (TMHRA) and the Texas Public Employer Labor Relations Association (TxPELRA).

Enrollment for both workshops is limited to human resources professionals and management representatives from Texas municipal governments (for example, the city manager's office, the city attorney's office, civil service commissioners, the human resources department, the police department, and the fire department).

BENEFITS OF ATTENDING

The TxPELRA and Civil Service Workshops offer a broad developmental experience for all participants, no matter their level of knowledge or experience. There will be opportunities in each session to ask questions about administering the State Civil Service Law in your city and legislation on mandatory collective bargaining for public safety. In addition to the formal program, you will have the opportunity to network with others who share similar problems and challenges. The speakers are experts in their fields who have extensive experience in civil service, labor relations, and human resources management. This year's programs promise to be two of the best in the 26-year history of the workshops.

WHO SHOULD ATTEND?

city managers

compensation managers

risk managers

police chiefs

assistant city managers

human resource managers

personnel professionals

fire chiefs

civil service commissioners

attorneys

city secretaries

YOU!

The members of the 2012 Program Planning Committee for these two workshops are:

Craig Barnes, Human Resources Manager, Garland

Bonita J. Hall, Director of Human Resources and Safety Management, Pearland

Brian Hayes, SPHR, IPMA-CP, Director of Human Resources and Civil Service, League City

Ronnie C. Kidd, Managing Director for Administration, Abilene

Bettye Lynn, Partner, Lynn Ross Smith & Gannaway, LLP, Fort Worth

Debbie L. Maynor, SPHR, IPMA-CP, Executive Director of Human Resources, Killeen

Jill McAdams, Human Resources Director, Bedford

Miguel Ozuna, Director of Human Resources, Cedar Park

Tadd Phillips, Director of Human Resources, McKinney



Texas Public Employer Labor Relations Association (TxPELRA) Annual Workshop • February 29, 2012

Co-Sponsored by the Texas Public Employer Labor Relations Association and the Texas Municipal Human Resources Association

Tentative Agenda (Speakers and sessions are subject to change.)

Wednesday, February 29

8:00 – 8:30 a.m.

Registration

8:30 – 8:45 a.m.

Welcome

TxPELRA President **Tadd Phillips**, Director of Human Resources, McKinney

8:45 – 9:30 a.m.

National Public Employer Labor Relations (NPELRA) Update

NPELRA President **Sam Penrod**, Human Resources Manager, San Clemente, California

Moderator: NPELRA Board Member **Jim Parrish**, Director of Human Resources, Plano

9:30 – 10:45 a.m.

The National Perspective on Public Labor Relations Issues

Ted Clark, Partner, Clark Baird Smith, LLP, Rosemont, Illinois

Over the past 12 months, we've seen public employment labor relations discussed not only by state and national political figures, put by the media, as well. Mr. Clark will give an overview of the national labor relations scene.

10:45 – 11:00 a.m.

Break

11:00 a.m. – 12:15 p.m.

The State Perspective on Public Labor Relations Issues

Fred Hill, Former State Representative, Dallas

Mr. Hill will discuss public labor relations issues touched upon during the 2011 legislative session and will give us an overview of what to expect in the 2013 session. As a former State Representative, he will also provide tips on how to effectively provide testimony and/or lobby techniques.

12:15 – 1:15 p.m.

Lunch

1:15 – 3:00 p.m.

Fire Association and Fire Administration Expectations During Negotiations

Mike Higgins, Chief of Staff, Texas State Fire Fighters Association, Austin; and **Chris Connealy**, Fire Chief, Cedar Park

Mr. Higgins will speak to us regarding the association's expectations in relation to collective bargaining and meet and confer. Chief Connealy will discuss the expectations fire administration has while going through the collective bargaining process.

3:00 – 3:15 p.m.

Break

3:15 – 5:00 p.m.

Techniques for Successful Negotiations

Elizabeth M. Provencio, J.D., Denton, Navarro, Rocha and Bernal, P.C., San Antonio

Ms. Provencio has served as lead negotiator for several collective bargaining and meet and confer processes across the state. She will speak about interest-based bargaining and provide techniques and processes that yield success in negotiation cycles and resulting contracts.

26th Annual Civil Service Workshop

March 1-2, 2012

Sponsored by the Texas Municipal Human Resources Association

Tentative Agenda (Speakers and sessions are subject to change.)

Thursday, March 1

8:00 – 8:30 a.m.

Registration

8:30 – 8:45 a.m.

Welcome

TMHRA President **Debbie Maynor**, Executive Director of Human Resources, Killeen
Ms. Maynor will welcome the attendees and provide any current news that is facing the human resources profession and TMHRA.

8:45 – 10:00 a.m.

Modifying Civil Service Rules by Agreement

Ric Navarro, Partner, Denton Navarro Rocha & Bernal, P.C., Rio Grande Valley

This session will cover the legal authority given to public employers and labor representatives to modify existing civil service provisions by the negotiation process and will provide some pointers about issues to consider. It will also give some examples of such modifications and explain how they have worked in practice and/or been enforced in litigation.

10:00 – 10:15 a.m.

Break

10:15 – 11:30 a.m.

Interaction Between the Fitness for Duty Provision, ADA, Workers' Compensation, and FLMA

Julia Gannaway, Partner, Lynn Ross Smith & Gannaway, LLP, Fort Worth

Ms. Gannaway will share what we need to know when dealing with a Fitness for Duty provision of Chapter 143 and its interaction with the ADA, Workers' Compensation, and FMLA.

11:30 a.m. – 12:30 p.m.

Lunch

12:30 – 2:15 p.m.

Concurrent Sessions (Two Tracks)

Advanced

How to Prepare for a Civil Service Commission/Hearing Examiner Disciplinary Appeal Hearing

Roberta "Robin" B. Cross, Assistant City Attorney, Galveston

You'll hear an overview of how to prepare for disciplinary appeal hearings conducted with either the Civil Service Commission or a third-party hearing examiner.

12:30 – 2:15 p.m.

Concurrent Sessions (Two Tracks) continued

Basic

Role of the Civil Service Director

Barbara Boulware-Wells, Partner, Akers & Boulware-Wells, LLP, Austin

Ever wonder what authority the civil service director has? Ms. Boulware-Wells will discuss the role of this employee, including the director's interaction with the police and/or fire department.

2:15 – 2:30 p.m.

Break

2:30 – 4:15 p.m.

Concurrent Sessions (Two Tracks)

Advanced

Appealing a Third-Party Hearing Examiner's Decision

Julia M. Vasquez, First Assistant City Attorney, Wichita Falls

Ms. Vasquez will give us insight on how to appeal the decision of a third-party hearing examiner.

Basic

Establishing Local Civil Service Rules and Regulations—A Statewide Perspective

Albert Pena, Partner (San Antonio); **Alan Ozuna**, Associate Attorney (Rio Grande Valley); and **George Hyde**, Partner (Austin), Denton, Navarro Rocha & Bernal, P.C.

Does your city have local civil service rules and regulations? If so, have they been revised recently? Hear a statewide perspective on these rules and regulations, and learn what should be included and what should not.

4:30 – 5:30 p.m.

Reception

Sponsored by Lynn Ross Smith & Gannaway, LLP, Fort Worth

Friday, March 2

8:30 – 9:00 a.m.

Continental Breakfast

9:00 – 10:15 a.m.

Civil Service Update

Bettye Lynn, Partner, Lynn Ross Smith & Gannaway, LLP, Fort Worth

Ms. Lynn will give her latest update on what occurred in the realm of civil service issues across the state.

10:15 – 10:30 a.m.

Break

10:30 a.m. – Noon

Civil Service Update (continued)

Bettye Lynn, Partner, Lynn Ross Smith & Gannaway, LLP, Fort Worth

GENERAL INFORMATION

WHO MAY ATTEND

Enrollment for both workshops is limited to human resources professionals and management representatives from Texas municipal governments (for example, city manager's office, the city attorney's office, civil service commissioners, the human resources department, the police department, and the fire department).

REGISTRATION FOR THE TxPELRA ANNUAL WORKSHOP AND THE TMHRA CIVIL SERVICE WORKSHOP

* TMHRA Member Rate

Wednesday, February 29

- TxPELRA Workshop (by February 7): \$100
- TxPELRA Workshop (after February 7): \$175
(The fee includes lunch and refreshments on Wednesday.)

Non-TMHRA Member Rate

Wednesday, February 29

- TxPELRA Workshop (by February 7): \$150
- TxPELRA Workshop (after February 7): \$175
(The fee includes lunch and refreshments on Wednesday.)

Thursday and Friday, March 1-2

- Civil Service Workshop (by February 7): \$150
- Civil Service Workshop (after February 7): \$200
(The fee includes Thursday lunch, Thursday reception, and refreshments both days.)

Thursday and Friday, March 1-2

- Civil Service Workshop (by February 7): \$180
- Civil Service Workshop (after February 7): \$200
(The fee includes Thursday lunch, Thursday reception, and refreshments both days.)

Combined Registration Fees

- TxPELRA and Civil Service Workshops
(by February 7): \$225

- TxPELRA and Civil Service Workshops
(by February 7): \$300

*Membership is based upon board approval. You must be a member prior to **February 1, 2012**, in order to qualify for the reduced member rate.

CONTINUING EDUCATION CREDIT

Elected officials participating in the Texas Municipal League Institute (TMLI) program can receive credit for these workshops. CEU forms will be available on site at the registration desk.

CANCELLATION AND SUBSTITUTION POLICY

If you are registered and cannot attend, we encourage you to send a substitute. If you cannot send a substitute, a \$45 cancellation fee will be assessed if written cancellation is received by **February 7, 2012**. No refunds will be honored after **February 7**.

HOTEL ACCOMMODATIONS

The conference will be held at the **Moody Gardens Hotel**, located at Seven Hope Boulevard in Galveston. To make reservations, please call the hotel toll free at 888-388-8484 and ask for the TMHRA TxPelra and Civil Service Workshops room block. A rate of \$139 single/double per night is available until **February 7, 2012**, or **until the block is full**.

SHUTTLE TRANSPORTATION

Galveston has partnered with several of the most reputable and reliable limousine and shuttle services in the Galveston and Houston areas to provide great prices on transfers to and from Galveston and Houston airports. To make your reservation, log on to <http://transportation.destinationnext.com/>.

SEMINAR MATERIALS

TMHRA no longer provides handouts for speaker papers or printed materials of any kind. Instead, all speaker papers will be posted on the TMHRA Web site at www.tmhra.org (under "Seminar Materials") for attendees to download in advance, if they so desire. No written materials will be provided at the seminar.

SPECIAL ACCOMMODATIONS

Let us know on the registration form if you need special assistance of any kind. **WE WANT TO HELP!** In order to respond to any special request, we would appreciate as much advance notice as possible. Thank you.

QUESTIONS???

Contact the Affiliate Services Department at 512-231-7400 or tmhra@tml.org.

Your registration will not be processed until payment is received.

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Wednesday, February 29

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(The fee includes lunch and refreshments on Wednesday.)

Non-TMHRA Member Rate

Wednesday and Thursday, February 9-10

- TxPELRA Workshop (by February 7): \$150
- TxPELRA Workshop (after February 7): \$175
(The fee includes lunch and refreshments on Wednesday.)

Thursday and Friday, March 1-2

- Civil Service Workshop (by February 7): \$150
- Civil Service Workshop (after February 7): \$200
(The fee includes Thursday lunch, Thursday reception, and refreshments both days.)

Thursday and Friday, March 1-2

- Civil Service Workshop (by February 7): \$180
- Civil Service Workshop (after February 7): \$200
(The fee includes Thursday lunch, Thursday reception, and refreshments both days.)

Combined Registration Fees

- TxPELRA and Civil Service Workshops (by February 7): \$225

- TxPELRA and Civil Service Workshops (by February 7): \$300

*Membership is based upon board approval. You must be a member prior to **February 1, 2012**, in order to qualify for the reduced member rate.

Total enclosed: _____

TWO WAYS TO REGISTER

- (1) Register online with credit card payment at:
www.tml.org
www.tmhra.org
- (2) Mail this form with payment to:
TML Administrative Services
1821 Rutherford Lane, Suite 400
Austin, TX 78754-5128

CANCELLATION AND SUBSTITUTION POLICY

If you are registered and cannot attend, we encourage you to send a substitute. If you cannot send a substitute, a \$45 cancellation fee will be assessed if written cancellation is received by **February 7, 2012**. No refunds will be honored after **February 7**.

Your name tag and confirmation will be mailed to you in advance; please bring them with you to the workshops. If an e-mail address is provided, you will receive an e-mail confirmation.

Please print or type below.

Full Name: _____ Nickname: _____

Title: _____

Job Description: _____

City/Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

I require the following special accommodations: _____



2011-2012 TMHRA Sponsors

TMHRA is grateful for the continued support of our sponsors. The sponsorships allow us to keep all events reasonably priced and affordable for all members.

Thank you to the following sponsors for their support and contributions throughout the year:

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