

# **2019 OMAA/OML WEBINAR: WORKPLACE CONDUCT: CIVILITY, BULLYING, AND HARASSMENT**

***Thursday, August 15, 2019 – 11:00 a.m. – 12:00 noon***

**COST: \$100 PER REGISTRANT - REGISTRATION LIMITED TO 50 REGISTRANTS PER SESSION. (There is no CLE credit for these webinars.)**

## **PROGRAM OVERVIEW:**

This training session emphasizes “civility” as a standard of conduct that is vital to maintaining an effective and thriving workplace. The presentation provides a working understanding of civility with examples of “civil” behaviors that every employer should expect of its employees. The presentation also addresses violations of the “civility” standard: general incivility, bullying, harassment, and workplace violence. A major focus of the presentation is on recognizing these patterns of unacceptable conduct and differentiating bullying, harassment, and unlawful harassment. The presentation covers practical steps to address incivility in the workplace: how to manage “uncivil” coworkers and how to stop the more serious concerns of bullying and harassing behaviors. For managers, the presentation also identifies best practices for handling an employee’s complaint of bullying or harassment. The session closes with 2-3 case studies.

## **PRESENTER: Scott H. DeHart, Zashin & Rich**

**Scott H. DeHart** has more than a decade of experience with navigating complex Human Resources issues and other workplace problems. Scott began his career as an HR Manager for a private not-for-profit vision rehabilitation agency in Cincinnati, Ohio, and then served as HR Director for the School of Engineering and Applied Science (SEAS) at Columbia University. Scott received his B.S. in Human Resources from Wright State University, and completed his law degree in the evening division at New York Law School. Scott holds HR certifications from both the HR Certification Institute (PHR) and the Society for Human Resource Management (SHRM-CP). Scott draws upon his progressive HR management experience to assist public and private employers with their day-to-day HR, employment law, and labor law needs.

## **Complimentary power point slides will be provided to the attendees.**

*TO REGISTER: email the registration form to CYNDIE, at [cgrant@omloho.org](mailto:cgrant@omloho.org), and copy [cblake@omloho.org](mailto:cblake@omloho.org), or mail it to the OMAA/OML offices (Please mail your \$100 check, made out to the OMAA, to the OMAA/OML offices: 175 S. Third St., Suite 510, Columbus, OH 43215.)*

Registrants are encouraged to set up for the webinar in a conference room, with a speaker phone and a computer screen, and to invite other city officials to attend. Registrants are encouraged to notify us of the number of participants attending the webinar and if any are from other communities (for our records, only).



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*Presenter – Scott H. DeHart, Zashin & Rich*

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*(Please indicate your job title. This helps direct the presentation.)*

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*The email you indicate above is the email to which I send all correspondence – info about how the webinar works, the power point slides and the webinar email invitation.*

**(Notice: We always email registration confirmation and info about how to enter the webinar at the latest by 5:00 p.m. the day before the webinar. If you do not receive this confirmation let us know.)**

**COST: \$100 per registrant** (limit of 50 registrants per webinar session)

Your municipality counts as 1 registrant. You may have as many city officials (attorneys, mayors, council members, etc.) attend as you wish, for this \$100 fee. **(Mail your check, made out to OMAA, to our offices. If we should bill someone besides the municipality please also indicate the name and full address of that entity on this form.)** You may email or fax the registration form to us.) *(For our records we appreciate your advising us at [cgrant@omloho.org](mailto:cgrant@omloho.org) & [cblake@omloho.org](mailto:cblake@omloho.org) how many officials you plan to have attend.)*