



COMMUNITY ACADEMIC INSTITUTE 2016 LECTURE SERIES

FAIR LABOR STANDARDS ACT (FLSA)

TUESDAY, SEPTEMBER 20, 2016
CAI-NJ HEADQUARTERS, 500 HARDING ROAD
FREEHOLD, NJ 07728

FREE EVENT FOR ALL CHAPTER MEMBERS

PROGRAM HIGHLIGHTS

- Understanding the new White Collar Amendments to the Fair Labor Standards Act, which significantly increases the minimum salary level for certain “white collar” employees previously deemed to be exempt from overtime.
- How will the regulations impact my business?
- Prepare for implementation of the “Final Rule.”
- Learn what constitutes sexual harassment and what does not.
- Insulating your company from vicarious liability for supervisor harassment.
- How to avoid personal liability for harassment.
- What should/should not be included in an employee handbook?
- How to handle requests for leave.

Date: Tuesday, September 20, 2016
Location: CAI-NJ Headquarters, 500 Harding Rd. Freehold, NJ 07728
Agenda: 9:30 am-10:00 am: Registration & Breakfast
 10:00 am-11:30 am: Program
Speaker: Justin Kolbenschlag - Greenbaum, Rowe, Smith & Davis, LLP

Space is limited. Attendees are strongly encouraged to register by Friday, September 9, 2016. Pre-registration is required.

If you register for this program and cannot attend, please call the chapter office at (609)-588-0030 to cancel.

Questions? Email Angela Kavanaugh at Angela@cainj.org or call (609) 588-0030.

COMMUNITY ACADEMIC INSTITUTE - 2016 LECTURE SERIES REGISTRATION FORM

Name/ Designation: _____

Company/Firm: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Email: _____

Pre-Registration is required. If you register for this program and cannot attend, please call the chapter office at (609) 588-0030 to cancel.

This event requires a cancellation notice at least 72 hours in advance. If a notice is not received, a \$25 cancellation fee will be charged per registrant. Substitutions are permitted if you cannot attend.

Questions? Email Angela Kavanaugh at angela@cainj.org or call (609) 588-0030

CAI-NJ Members: **FREE**

Non-Members: \$25

Payment Methods:

1. Pay by check, payable to CAI-NJ. Mail completed form to:
CAI-NJ
Attn: CAI-NJ 2016 Lecture Series
500 Harding Road
Freehold, NJ 07728
2. Pay by credit card. Please fax to (609) 588-0040 or email: Angela@cainj.org

Cardholder Name: _____

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*Cardholder acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth in the cardholder's agreement with issuer

CONTINUING EDUCATION NOTICE:

By successfully completing this program, the New Jersey Chapter of Community Associations Institute (CAI-NJ) will approve a half day of credit for this program towards the Professional Management Development Program (PMDP).

For CAI-NJ Office Use Only

Exp: _____