

Join the Office of the Statewide EEO Coordinator and St. Mary's College of Maryland for the **2019 Statewide EEO Retreat**. This Retreat marks our 10 year Anniversary. This professional event will be three days packed with results-oriented workshops on the latest in Civility, Diversity, & Equal Opportunity in the Workplace! Our theme this year is *Commemorating 10 Years of Educating, Empowering and Leading*.

This Retreat will be held **July 10 - 12, 2019 (Wednesday - Friday) at St Mary's College of Maryland, located in Saint Mary's City, Maryland**. The retreat cost is \$250.00, which includes two nights accommodations, meals, conference sessions and materials.

Accommodations for this event will be on campus so there is no need to travel any length of distance to the conference gathering places. The College has graciously made available the comfortable decor dorm suites. These suites sleep two (or three) people per suite. Each individual will have their own bedroom, while only sharing the common areas. For your comfort and to feel at home we are asking that you bring your own pillow, linen, towels and toiletries. We want everyone to feel as comfortable and relaxed as possible. There is no need to wear work attire; casual apparel is recommended. Nearby hotel accommodations are available at a modest rate, if anyone is interested, at TownePlace Suites by Marriott Lexington Park and Comfort Inn Lexington Park. These hotels are a short drive from campus.

**Please Note:** To register your attendance at this event: [EEO Retreat Registration Link](#). Registration and payment are due by **Friday, June 14, 2019**. Once we receive, **both**, registration and payment, you will receive an email confirmation.

Should you have any questions, please contact Norma Belton at [norma.belton@maryland.gov](mailto:norma.belton@maryland.gov) or [\(410\) 767-3800](tel:(410)767-3800). You may also contact Paulette Walker at [pwalker@comp.state.md.us](mailto:pwalker@comp.state.md.us) or [\(410\) 260-7616](tel:(410)260-7616).

We look forward to seeing you in July!

Thank you,  
Retreat Planning Committee

# State of Maryland 2019 EEO Retreat

“Commemorating 10 Years of Educating, Empowering, Leading”

## Agenda

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**July 10, 2019 (DAY 1)**

**10:00 a.m. – 12:00 p.m.**

*(Registration and Room Assignments)*  
Daughtery Palmer Commons Bldg. (DPC)

**11:30 p.m. – 1:00 p.m.**

*(Lunch at Campus Center)*

**1:00 p.m. – 2:00 p.m.**

*Welcome & Opening Remarks (Cole Cinema)*

**Glynis Watford**, Statewide EEO Coordinator

**Paul A. Pusecker, III**, V.P. Business & Finance

**David Brinkley**, Secretary, Department of Budget and Management

**Adrienne Jones**, Maryland Speaker of the House

**Larry Hogan**, Governor of Maryland (Invited)

**2:00 p.m. – 2:15 p.m.**

*Retreat Overview*

**Paulette Walker**, EEO Director, Comptroller of Maryland

**2:15 p.m. – 2:30 p.m.** *(Break)*

**2:30 p.m. – 3:30 p.m.**

Introduction of Keynote Presenter

**Gordon Outlaw**, EEO Director, Housing and Community Development

*Keynote Presenter*

**Milton Hunt**, Hunt International, Organizational & Motivational Speaker

**“Where are we now?”**

**3:30 p.m. – 5:00 p.m.**

*Panel Discussion on State of Medical Cannabis and its Effects in the Workplace*

**Glendora Hughes**, General Counsel, Maryland Commission on Civil Rights

**Joy Strand**, Executive Director, Maryland Medical Cannabis Commission

**5:30 p.m. – 7:00 p.m.**  
*Dinner*  
(Daughtery Palmer Commons Bldg.)

**7:00 p.m. – 9:00 p.m.**  
*Commemorating 10 Years of Serving You  
Program & Social Hour*  
Daughtery Palmer Commons Bldg.

**July 11, 2019 (DAY 2)**

**7:30 a.m. – 8:30 a.m.**  
*Breakfast (Campus Center)*

**All breakout/workshop sessions are in Goodpaster Hall**

**8:45 a.m. – 11:45 a.m.**  
**Civility in the Workplace**  
*Dr. John Wolfe, Jr. Ph.D., Associate Vice Chancellor for Academic Affairs/Diversity and Academic  
Leadership Development University System of Maryland (Retired)*

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*(Breakout Sessions- choose one per time slot)*

**8:45 a.m. – 10:10 a.m.**  
***The Bermuda Triangle – Navigating ADA, FMLA, Workers Compensation***  
Nicole Webb, Senior EEO Compliance Officer, Department of Budget & Management, Office of the  
Statewide EEO Coordinator

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***What Color is your Leadership?***  
Kenneth Coopwood, Sr. Associate Vice President of Diversity and Inclusion/Chief Diversity Officer, St.  
Mary's College of Maryland

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***Employment Law 101***  
Terrence Artis, Assistant General Counsel, Maryland Commission on Civil Rights

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***Break***  
**10:10 a.m. – 10:20 a.m.**

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**10:20 a.m. – 11:45 p.m.**  
***The Bermuda Triangle – Navigating ADA, FMLA, Workers Compensation***  
Nicole Webb, Senior, EEO Compliance Officer, Department of Budget & Management, Office of the  
Statewide EEO Coordinator

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***What Color is your Leadership?***

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Kenneth Coopwood, Sr. Associate Vice President of Diversity and Inclusion/Chief Diversity Officer, St. Mary's College of Maryland

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***Employment Law 101***

Terrence Artis, Assistant General Counsel, Maryland Commission on Civil Rights

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**12:00 p.m. – 1:00 p.m.**

*Lunch (Campus Center)*

**1:15 p.m. – 4:30 p.m.**

***Civility in the Workplace***

*Dr. John Wolfe, Jr. Ph.D., Associate Vice Chancellor for Academic Affairs/Diversity and Academic Leadership Development University System of Maryland (Retired)*

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*(Breakout Sessions- choose one per time slot)*

**1:15 p.m. - 2:45 p.m.**

***The Bermuda Triangle – Navigating ADA, FMLA, Workers Compensation***

Nicole Webb, Senior EEO Compliance Officer, Department of Budget & Management, Office of the Statewide EEO Coordinator

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***What Color is your Leadership?***

Kenneth Coopwood, Sr. Associate Vice President of Diversity and Inclusion/Chief Diversity Officer, St. Mary's College of Maryland

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***Employment Law 101***

Terrence Artis, Assistant General Counsel, Maryland Commission on Civil Rights

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***Break***

**2:45 p.m. – 3:00 p.m.**

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**3:00 p.m. – 4:30 p.m.**

***The Bermuda Triangle – Navigating ADA, FMLA, Workers Compensation***

Nicole Webb, Senior, EEO Compliance Officer, Department of Budget & Management, Office of the Statewide EEO Coordinator

***What Color is your Leadership?***

Kenneth Coopwood, Sr. Associate Vice President of Diversity and Inclusion/Chief Diversity Officer, St. Mary's College of Maryland

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***Employment Law 101***

Terrence Artis, Assistant General Counsel, Maryland Commission on Civil Rights

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5:30 p.m. – 6:30 p.m.  
*Dinner (Campus Center)*

***Evening Events (Your choice)***

6:25 p.m. – 7:30 p.m.  
*(St. Mary's Tour)*  
*(Meet at the entrance of the Campus Center)*

6:30 p.m. – 8:30 p.m.  
***Movie – Disclosure (Cole Cinema)***  
***A computer specialist is sued for sexual harassment by a former lover turned boss who initiated the act forcefully, which threatens both his career and his personal life. Sexual harassment is the theme, but here it is the man who is harassed by his new female boss.***

8:00 p.m. – 10:00 p.m.  
*(Networking, Munchies & Fun at The Pub)*  
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**July 12, 2019 (DAY 3)**

8:00 a.m. – 9:00 a.m.  
*(Breakfast/Return Room Keys at Campus Center)*

9:15 a.m. – 10:00 a.m.  
*(Wrap Up w/Milton Hunt at Cole Cinema)*

10:00 a.m. – 11:00 a.m.  
*Overview - Sexual Harassment Prevention Training Required Law*  
*Q & A Session*  
Glendora Hughes, General Counsel, MCCR & Glynis Watford, Statewide EEO Coordinator

11:00 a.m. – 11:45 a.m.  
*Legal Updates*  
Clifton Gray, AAG, Department of Budget and Management

11:45 a.m. – 12:00 p.m.  
*(Closing Remarks)*

***Have a safe trip home!!!***

## **SESSIONS SUMMARIES**

### **Panel Discussion - State of Cannabis and its effects in the Workplace –**

**Presenters, Joy Strand, Executive Director, Maryland Medical Cannabis Commission & Glendora Hughes, Maryland Commission on Civil Rights**

In this session, we will learn about the legal and policy aspect of medical cannabis in Maryland; the participation requirements for patients, providers, growers, and dispensers; and the impact of the new law on employers and employees, especially when an employee is requesting a reasonable accommodation.

### **Civility in the Workplace –**

**Presenter, Dr. John Wolfe, Jr. Ph.D.**

The goal of this session is to enhance EEO practitioners' understanding, empathy, and role in promoting and protecting civility in the workplace. This session will explore the concept of "Civility in the Workplace". Participants will define Civility as it is perceived and practiced in the workplace. A major consideration is why is Civility important for EEO officers? Additional questions to be considered about Civility include but are not limited to the following:

1. Whose definition of Civility should one use?
2. What are some examples of Civility in the workplace?
3. How does one know if it is present or not?
4. Is it essential in the workplace? How is it demonstrated?
5. What are the tools of Civility?

### **The Bermuda Triangle –**

**Presenter, Nicole Webb, MBA**

This session will explore the Americans Disabilities Act, Family Medical Leave Act and Workers Compensation, in order to understand each specific law's protection afforded to employees when eligible. Additionally, we will take a close look at how these laws sometimes overlap and how they should be applied when dealing with an employee matter.

### **What Color is your Leadership? –**

**Presenter, Kenneth Coopwood, Sr., Ph.D.**

TBA

### **Employment Law 101 –**

**Presenter, Terrence Artis, Assistant General Counsel**

This session is appropriate for anyone new to the EEO role, and those who are seasoned in their role but looking for a refresher. This session will provide an overview of the basics of workplace discrimination laws and theories and an overview of the complaint process for MCCR & EEOC.

**10<sup>TH</sup> Anniversary Statewide Equal Employment Opportunity Retreat  
July 10-12, 2019**

**PAYMENT INFORMATION**

**AMOUNT OF PAYMENT:** \$250.00

**PAYMENT METHODS:** All payment transactions should be sent to St. Mary College of Maryland.

**\*\*Payments are due no later than June 9, 2019. \*\***

Please check one:

<input type="checkbox"/> <b>Cashiers Check Payable to: St. Mary's College</b>
<hr/> <p><b>Mail to:</b> <b>St. Mary's College of Maryland</b> Human Resources Office 18952 E. Fisher Road St. Mary's City, MD 20686 Attn: Melvin McClintock</p>
<p><b>*Note: Put EEO Retreat in the memo section.</b></p>
<input type="checkbox"/> <b>Agency Fund Transfer Information:</b>
<p><b>St. Mary's College</b></p> <p><b>Agency Number: R14</b> <b>PCA Number: 00040</b> <b>Object: 8667</b> <b>TC: 410</b></p>
<p><b>*Note: Include the name of the employee who will be attending the event in the description box along with EEO (example: EEO-Smith) before finalizing the fund transfer.</b></p>
<input type="checkbox"/> <b>Credit Card Information:</b>
<p><b>Call 240-895-4303 or 240-895-4315</b></p>

If you have questions concerning payment, please contact Melvin A. McClintock ([mamclintock@smcm.edu](mailto:mamclintock@smcm.edu)) or Faye Graves ([afgraves@smcm.edu](mailto:afgraves@smcm.edu)) at (240) 895-4309.

**CONFIRMATION**

Registrants will receive written email confirmation upon receipt of registration form *and* payment.

**\*\*\*PLEASE READ---IMPORTANT INFORMATION\*\*\***

To minimize cost, please bring:

- Linen (blankets, pillow, sheet, towel, face cloth, toiletries)
- Portable TV/Radio (optional)
- Casual attire, comfortable shoes
- Employees only event

## **Directions to St. Mary's College of Maryland**

### **Via the Baltimore Beltway (I-695)**

Take I-695 to I-97 South to MD-3 South exit, Exit 7, towards Bowie/Odenton. Take MD-4 South towards Prince Frederick and cross the Thomas Johnson Bridge at Solomons.

*About 3 miles from the bridge turn left at the first traffic light onto Md. Route 235 South. Travel 4.5 miles through Lexington Park, turning right onto Shangri La Drive. Proceed through the next traffic light. Bear left at the fork in the road on Willows Road and drive 3 miles to the stop sign at Md. Route 5 South. Turn left and continue 4 miles to the College.*

### **Via the Capital Beltway (I-495) Washington, D.C.**

Take the Capital Beltway (I-495/95) to Exit 11A for Md. Route 4 South. Follow Rte. 4 through Prince Frederick and cross the Thomas Johnson Bridge at Solomons.

*About 3 miles from the bridge turn left at the first traffic light onto Md. Route 235 South. Travel 4.5 miles through Lexington Park, turning right onto Shangri La Drive. Proceed through the next traffic light. Bear left at the fork in the road on Willows Road and drive 3 miles to the stop sign at Md. Route 5 South. Turn left and continue 4 miles to the College.*

### **From north of Baltimore via I-95**

Take I-95 South toward Baltimore. Keep left to take I-895 S/HARBOR TUNNEL TRWY toward Annapolis. Keep right to take I-895 SPUR S via Exit 6 toward I-97 S/Annapolis/Bay Bridge. Take the MD-2 South Exit toward Glen Burnie. Merge onto I-97 South. Take the MD-32 W/MD-3 South exit, Exit 7, towards Bowie/Odenton. Take MD-4 South toward Prince Frederick and cross the Thomas Johnson Bridge at Solomons.

*About 3 miles from the bridge turn left at the first traffic light onto Md. Route 235 South. Travel 4.5 miles through Lexington Park, turning right onto Shangri La Drive. Proceed through the next traffic light. Bear left at the fork in the road on Willows Road and drive 3 miles to the stop sign at Md. Route 5 South. Turn left and continue 4 miles to the College.*

### **From Eastern Shore**

Take US-13 N/OCEAN HWY. Continue to follow US-13 N. Stay straight to go onto US-50 West/Salisbury BYP. Continue to follow US-50 West. Take the MD-2 South exit, Exit 23A. Turn left onto Solomons Island Rd/MD-2 South. Enter next roundabout and take 3<sup>rd</sup> exit onto MD-2 South. MD-2 South becomes MD-4. Cross the Thomas Johnson Bridge at Solomons.

*About 3 miles from the bridge turn left at the first traffic light onto Md. Route 235 South. Travel 4.5 miles through Lexington Park, turning right onto Shangri La Drive. Proceed through the next traffic light. Bear left at the fork in the road on Willows Road and drive 3 miles to the stop sign at Md. Route 5 South. Turn left and continue 4 miles to the College.*

**\*\*Look for posted signs on campus for registration.**